



WELLINGTON
COLLEGE

Job Description

Job Title:	Head of Girls Sport Development	Date:	Oct 2021
Reports To:	Director of Sport	Responsible For:	Girls Sport / Supporting relevant Heads of Sport (especially priority team sports, Hockey, Netball, Cricket, Football and Rugby)
Department:	Sport		

Purpose of the Position:

To be the Head of Girls Sport Development and to be responsible for supporting existing Heads of Sport and leading on key areas of internal management and delivering of the College's Girls sport programme.

This role forms part of a strategic focus on supporting and raising the profile of the College's Girls sport provision.

Department Information:

At Wellington our vision for our sports programme is that all pupils should have the opportunity to participate in a sports programme appropriate to their ambitions and aspirations.

We want pupils to participate in sport for life, in addition to being challenged and supported where appropriate to perform to their highest capacity possible. We aim to work with each and every pupil in such a way which enables them to become the best version of themselves which they can be.

We believe sport has the capacity to support the development of life skills, and thus supports the college's aims of developing a holistic model of education.

This vision should be underpinned by pupils and staff behaving in line with the College's core values: Courage, Integrity, Respect, Kindness and Responsibility.

Overall, we want Wellington College to be universally recognised as the leading co-educational boarding and day school for sport in the UK and one of the best in the world.

At Wellington our aim is to provide a sports programme that is based on enjoyment, learning, participation and performance. We believe in the development of the whole child, the fostering of an 'active life' philosophy and the promotion of a lifetime investment in sport and physical activity.

Our sports programme should make a substantial positive contribution to the following areas of pupils' lives:

- physical health, literacy and wellbeing
- Individual development and performance capacity
- mental qualities
- lifetime investment in physical activity
- develop social/community leadership and employability skills
- provide a safe yet challenging environment for growth in confidence and self-esteem
- academic standards
- life skills such as resilience, communication and teamwork
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Throughout all sports our aim is to educate students through enjoyable, progressive, stimulating experiences, in both competitive and collaborative settings, enabling students to learn resilience, respect for others and the value of team and hard work.

Wellington continues to be a school that understands the value of sport and provides a wealth of opportunities for all to excel at all levels which in turn can transform the life chances of young people in their personal, social, academic and working environments.



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With 16 Rugby and football pitches; 2 indoor tennis and netball courts; 4 indoor cricket lanes; 2 floodlit AstroTurf pitches; a modern, well-equipped Sports Hall, including the new RDC which has 4 purpose built cricket lanes and 2 Tennis/Netball courts; indoor and outdoor swimming pools; 22 hard tennis courts; 9 cricket pitches; 2 lacrosse pitches; 8 netball courts; a gym; a dance studio; basketball/volleyball courts; a newly refurbished rackets court; squash and badminton courts; a brand-new Real Tennis court; a climbing wall; a shooting range and a nationally acclaimed nine-hole golf course all within our 400-acre campus, provision for sport at Wellington is truly second to none.

Main Tasks and Responsibilities:

- To work with relevant Heads of Sport on the overall strategy for girls sport and to assist and in some areas lead the delivery of internal coaching both in terms of participation and performance, with a particular focus on Hockey, Netball, Cricket, Football and Rugby (must be available in timetabled sport times, on Mon, Tues and Thurs afternoons - and likely most Saturday afternoons, although some flexibility may be possible).
- Coach across a variety of Girls sports and where relevant run specialist sessions.
- Be the point of contact for all matters relating to specific Girls sport provision, such as Prep School liaison work, internal and external Girls sport projects, such as show case fixtures and women in sport lecture/seminar delivery to sports scholars.
- Be both a lead coach in Girls sport but also assist with coaching and officiating CPD in Girls sport and ensure this is aligned with the College aims and Vision for Sport – as such it may not be necessary to coach a given team on a match day.
- Assist with providing weekly coaching plans/resources, leading sessions, masterclasses, coach observations and running workshops.
- Work with relevant Head of Sport to ensure the girls’ sports meet the health and safety/risk assessment requirements set by the college and external National Governing Bodies.
- Actively safeguard and promote the welfare of children.
- Promote the recruitment of aspirational athletes through regular visits to feeder schools, running on site masterclass sessions and events, including festivals and tournaments.
- Day to day administration of specific Girls sports related matters – e.g. SOCS.
- Where required planning and prepare for regular training sessions, meets/fixtures and trips/tours, including calendaring and logistical arrangements e.g. grounds, transport, catering, domestics etc.
- Provide reports to the Director of Sport on Girls sport.
- Seek out new and inspirational ways to continue supporting and raising the profile of Girls sport.
- Work closely with our US Universities specialists to support female athletes on the US University and sports scholarship application process
- Adhere to and promote all College policies and procedures.

Person Specification

Essential Experience / Qualifications Required:

- Extensive previous experience and passion for coaching sport – particularly girls sport in a youth setting.
- Previous experience of coaching/administrating a sport programme within a performance, participation or school setting.

Desirable Experience / Qualifications Required:

- Coaching qualifications/experience in one or more of the following Hockey, Netball, Cricket, Football and Rugby (desire to undertake to a higher level e.g. 3).
- A strong network with sports organisation in the local area.

Skills and Personal Qualities:

- Excellent sports coaching skills and understanding of different aspects of sport.
- Have excellent communication skills to enable effective dialogue with pupils, parents, staff and visitors
- Excellent numeric and computer skills (SOCS and Microsoft Suite essential).
- High level of accuracy, attention to detail and the capacity to problem solve.



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- Have a sharp and progressive vision of the sport and of coaching in a successful and dynamic school
- Highly self-motivated and able to work under the direction of a strategic lead but also to work alone without direction.
- Adaptable and flexible with working patterns when required.
- Enthusiastic, with an eagerness to learn new skills and a commitment to personal continuous professional development
- Dedicated team-player, who strives for excellence and leads by example
- Tactful and discreet, whilst mindful of observing Safeguarding and professional standards
- Displays a smart and professional appearance, representing the College in a positive manner
- Committed to contributing towards the College community, boarding school life and willing to engage in a range of extra-curricular activities/other sports
- Be able to demonstrate a positive and authoritative rapport with Senior and Junior pupils
- Be organised and self-motivated, with a proven record for meeting targets and deadlines
- Able to perform well and remain professional whilst under pressure

Essential Values, Behaviours and Attitudes:

All employees are expected to actively promote and demonstrate the five core values of the College:

- Kindness
- Integrity
- Respect
- Responsibility
- Courage

In addition, the College expects all staff to show ambition and display curiosity both personally and professionally.

The College reserves the right to vary or amend the duties and responsibilities of the post holder at any time according to the needs of the College business.

In exceptional circumstances, the Post holder will be required to undertake other duties and responsibilities of a similar post in order to support workload peaks, skill shortages, to ensure priorities are met. This will be sensitive to available resources and individual skills and will be generally in the same area.

The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All employees are required to ensure that all duties and responsibilities are discharged in accordance with the College Health and Safety Policy. They should take reasonable care for their own Health and Safety and that of others who may be affected by what they do or do not do. Staff should correctly use work items provided by the College, including personal protective equipment in accordance with training and instruction.