

Sports Coach Apprentice

JOB DESCRIPTION

Role Purpose:

The Sports Coach apprentice has an important role to play in improving the health and wellbeing of children, families and communities by delivering fun, inclusive and engaging activities that help to bring about a change in physical activity habits. They will deliver coaching programmes that engage, motivate and evolve participants' skills and performance.

Their work will increase participation, help to raise educational standards, enhance wellbeing and drive social change.

Sports coaches work autonomously and collaboratively to deliver progressive programmes that align to wider curriculum plans.

Key Accountabilities:

Reporting to SLT, this post holder will be accountable for;

Support for Teaching and Learning

- Carrying out an audit of physical activity, sport and wellbeing related provision. Using the results of this alongside the organisational development plan and strategic objectives to develop an action plan.
- To plan and prepare structured PE lessons appropriate to the pupil's age and ability to cover PPA and any other cover that is required.
- Working directly with pupils of all ages to build constructive relationships and interact with them according to individual needs.
- Understand and support the independent learning and inclusion of all pupils as required.
- Support pupils in social and emotional wellbeing, reporting any problems to the teacher as appropriate.
- Working collaboratively with a wide range of partner organisations and industry specialists when required
- Planning and delivering programmes of activity for pupils, families and communities.
- Performing physical activity and fundamental movement skills baseline and impact assessments of children.
- Supporting the delivery of high quality and inclusive PE lessons to pupils in schools in line with the requirements of national curriculum for PE and the profile of needs across the pupil population.
- To be a positive role model, creating a fun environment in which to motivate and encourage young people to participate in sport or physical activity.
- Delivering an exciting extracurricular sports and activity programme including lunchtime activities in schools/communities/leisure facilities.
- Offering family engagement projects for physical activity.
- Delivering provision to enhance the mental health, self-esteem and wellbeing of service users.
- Increasing the use of facilities and venues by external stakeholders as a means to generate revenue and community engagement.
- Supporting competitive sports events.
- Coordinating sports and physical activity related projects.
- To be responsible for the care and collection of all sports equipment.
- To collect all Ofsted related school sports data and work with key staff to ensure that this data is available and up to date at all times.

- To carry out administrative duties as necessary, e.g. maintain accurate attendance registers, carry out risk assessments and to ensure the security of yourself and others.

Culture:

- Responsible for the Health and Safety, security and welfare of self and colleagues in accordance with E-ACT's policies and procedures, reporting all concerns to an appropriate person.
- Responsible for working in accordance with E-ACT's policy relating to the promotion of Equality, Diversity and Inclusivity

Undertake any other duties appropriate to the grade of the post as requested by your Line Manager

E-ACT is committed to safeguarding and promoting the welfare of its students and expects all employees and volunteers to share in this commitment.

PERSON SPECIFICATION

Whether you're a 3 year old in nursery learning to explore the world around you, an 18 year old preparing to go to university, a new teacher understanding the demands of the job, a Head Teacher leading the learning in your academy, a member of the regional team ensuring efficient and effective operations or a trustee scrutinising and challenging the CEO, we want every single person within E-ACT to be driven by three core values:

- We want everyone to **think big** for yourselves and for the world around you;
- We want everyone to **do the right thing** in everything you do, even when this means doing something that's hard, not popular or takes a lot of time;
- We want everyone to show strong **team spirit**, always supporting and driving your team forward

We really believe that if we all do the right thing, support our teams and we all think big, believe big, act big, then the results will be big too!

This means that if you want to be part of E-ACT, you need to be able to embrace and embody these values in all that you do.

OUR VALUES

Thinking Big	<ul style="list-style-type: none"> • Show energy, enthusiasm and passion for what you do • Demand the highest quality in all that you do, and in the work of your team • Willing to champion new ideas and think beyond the status quo • Show an ability to think creatively and 'outside of the box' in your area of expertise, continually seeking improvements in what you do to make the organisation better • Be open to new ideas and change where it will have a positive impact on the organisation • Show a willingness to embrace different ideas and ways of thinking to improve E-ACT • Ability to 'look outside' – to continually learn about innovations in your field, new ways of doing things, and bring that learning into your work • Commitment to self-development, and developing your wider Team • Ability to self-reflect on yourself, your performance, and to think about how this could be improved further • Ability to encourage ideas from others in order to improve the organisation and build your team's confidence
Doing the Right Thing	<ul style="list-style-type: none"> • Have integrity and honesty in all that you do • Make decisions that are based on doing the right thing, even when this means that they're unpopular or will lead to more work • Take responsibility and ownership for your area of work • Have difficult conversations or deliver difficult messages if that's what's required to do the right thing by our pupils • Be transparent and open • Be resilient and trustworthy • Stand firm and stay true to our mission

**Showing
Team Spirit**

- Understand how you can have a greater impact as a team than you can as an individual
- Understand how you are part of your immediate team but also a much wider organisational team, in working towards our mission
- Recognise that everyone is important within E-ACT, and show an ability to build strong working relationships at every level
- Recognise and celebrate the success and achievements, no matter how small, of your colleagues
- Be generous with sharing your knowledge to help to develop others
- Understand and be willing to receive suggestions and input on your area of work from others
- Support your colleagues, even when this means staying a little later, or re-prioritising some of your work
- Be aware of other peoples' needs and show an ability to offer genuine support
- Show an awareness and respect for peoples' differences, and recognise how different characteristics and personal strengths build dynamic and great teams

KNOWLEDGE, EXPERIENCE & SKILLS

Requirement **Assessed at**
E – Essential **A – Application Stage**
D – Desirable **I – Interview Stage**
P – During the probationary period

		E	D	A	I	P
Organisational Fit	Thinking Big	X		X	X	X
	Doing the Right Thing	X		X	X	X
	Showing Team Spirit	X		X	X	X
Knowledge	GCSE Maths and English minimum grade 4 or equivalent	X		X	X	X
	Level 2 NGB qualification		X	X	X	X
	Relevant safeguarding qualification and/or training	X		X	X	X
	Knowledge of strategies to develop learning		X	X	X	X
	Knowledge and understanding of how children learn and how to motivate them	X		X	X	X
	Knowledge of the issues related to working with children who reside in areas of high socio-economic deprivation	X		X	X	X
	Knowledge of and compliance with policies and procedures relevant to child protection and health and safety	X		X	X	X
Experience	Experience of working with external agencies	X		X	X	X
	Experience of working with children who have a wide variety of educational needs	X		X	X	X
	Experience of updating assessments and individual Education Programmes	X		X	X	X
	Experience of dealing with sensitive and confidential student information	X		X	X	X
	Ability to work effectively within a team environment	X		X	X	X
	Relevant experience supporting a child/children in an educational setting	X		X	X	X
Skills	Ability to build and maintain effective working relationships with pupils and parents/carers	X		X	X	X
	Ability to build and maintain effective working relationships with internal colleagues and external agencies	X		X	X	X
	Ability to communicate and collaborate effectively with a wide range of stakeholders using a variety of media	X		X	X	X
	Strong organisational skills with adaptability	X		X	X	X
	Ability to work with an individual child or with a group	X		X	X	X

	Ability to extend children’s thinking skills	X		X	X	X
	Ability to use initiative with a positive attitude and flexible approach	X		X	X	X
	Excellent communication and interpersonal skills	X		X	X	X
	Ability to prioritise workload effectively to meet deadlines and work under pressure	X		X	X	X
	A passion for promoting physical activity and sports among young people	X		X	X	X
	Passion and enthusiasm for teaching and learning	X		X	X	X
	Confident in undertaking basic maths and literacy tasks with groups of children based on the current national curriculum requirements.	X		X	X	X
	Commitment to fostering inclusivity and addressing inequalities in sports and physical education	X		X	X	X