



Shrewsbury School

## ***JOB DESCRIPTION and PERSON SPECIFICATION***

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### **SPORTS COACH**

*(Rugby)*

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<b>Section:</b>	Sports Department	<b>Annual Leave:</b>	5 weeks pro-rata
<b>Responsible to:</b>	Director of Sport	<b>Hours of Work:</b>	As directed by the Director of Sport
<b>Status of position:</b>	Casual	<b>Salary Range:</b>	Between £7.50 -£30.00 per hour (dependent on qualification and experience)

### **I. INTRODUCTION**

Shrewsbury School is an independent Boarding School, committed to the highest standards of education. Its vision is to be the best independent boarding school north of the Thames Valley, and to be comparable with the best in the United Kingdom in terms of breadth, depth and quality of achievement.

The School is a registered charity with a number of wholly owned trading companies. The School is governed by a Governing Body, which has approximately 19 members. The Governing Body and its Committees meet once a term. On occasions there are ad hoc committees to oversee the planning and execution of particular projects.

The Bursar is responsible to the Headmaster and the Governing Body for the overall financial management of the School and its resources in order that the School's objectives can be met. The School has approximately 300 employees and an annual turnover of over £17,500,000. The Bursar is supported by a Heads of Department team.

## 2. MAIN PURPOSE OF ROLE

To provide the highest standard of coaching and guidance relevant to your sports discipline.

## 3. LEVEL OF POSITION

The Post holder will be directly responsible to the Director of Sport who is responsible for day-to-day Line Management responsibility to include appraisal, training and development and health and safety.

## 4. DUTIES AND RESPONSIBILITIES

*The duties and responsibilities below are illustrative duties. The position holder will be expected to become involved in a range of work, on occasions that may not be illustrated below.*

### **Main Responsibilities:**

- To plan structured coaching sessions in liaison with the Director of Sport and Master in Charge of Rugby.
- To ensure that the activity within each session offers progressive development towards defined goals.
- To ensure that all sessions / activities take place in a safe environment with due regard to Health & Safety requirements and in accordance with the schools Health & Safety policy.
- To be responsible for the collection and care of sports equipment.
- To report accident and incidents to the Director of Sport.
- To ensure equity in sport and promote fair play.
- To be committed to continuous professional development relevant to the post and post holders own training needs.
- Maintain a current knowledge of your sport specific governing body programs, policies and practices.
- To promote the work and image of Shrewsbury School by always maintaining high standards of personal appearance and adopting a friendly, professional approach.

### **Contacts**

In all contacts the successful applicant will be required to present a good image of Shrewsbury School as well as maintain constructive relationships.

## 5. TERMS AND CONDITIONS

- ❖ **Pay:** Shrewsbury School has its own sports coaches pay scale. Successful applicants are placed on this pay scale based on their coaching qualification level and experience. The pay scale is between £7.50 per hour to £30.00 per hour.
- ❖ **Hours:** The position is casual and you will be called upon to work as and when required.
- ❖ **Holidays:** Due to the casual nature of this contract you will receive payment of annual leave at the end of each term, based on the total number of hours worked each term.
- ❖ **Other:** You will be expected to have an up-to-date DBS certificate, which is required every 3 years, Shrewsbury School will organise and pay for the successful applicants DBS Certificate.