

Job Summary for Disability Sports Activator (Term time only to July 2019, fixed term, term time only)

Department: Sports Academy

Salary: £15.15 per hour, 9 hours per week, 21 month fixed term contract

Job Summary: Newham Sixth Form College (NewVIC) is London's largest sixth form college. It is a vibrant centre for sixth form education with the great majority of students coming from our local schools in Newham. Our mission is to create a successful learning community and our values are:

- Ambition: we have the highest expectations of ourselves and our students
- Challenge: we aim consistently for excellence and we are accountable to each other for work and behaviours
- Equality: we respect, value and care for all members of our community

Since the college was established in 1992, NewVIC has recognised the value of sport and fitness in the lives of young people. We have the benefit of some excellent facilities on campus; we have a strong team of teaching and coaching staff, and have good links with professional organisations which extend the range of sports-related opportunities available to our students.

As college we have a wide programme of sports activities offered, from social participation to elite level activity, as well as being committed to offering inclusive sports opportunities for our students with disabilities.

The college has had considerable success particularly in team sports, and also supporting individual talented students in progressing in their chosen sport e.g. Parallel Success Athletics.

The curriculum offer promotes progression and career opportunities for young people with direct links to our Nationally Accredited Sports Leadership Academy.

This particular role is funded by the Sport England FE Inactivity Fund, with a specific focus on engaging disabled inactive participants, using the Sport England Model of Behaviour Change and the Sport England Youth Personality profiles.

Led by the Sports Academy Manager and working in partnership with the Foundation Learning Team you will be responsible for delivering weekly sports activities to disabled inactive participants within the foundation learning department.

We require a supportive, motivated and engaging individual, who is highly experienced in coaching disabled students.

The successful candidate will be one who can demonstrate:

- The ability to establish effective working relationships with staff and students
- The ability to demonstrate excellent communication and interpersonal skills with the ability to relate to a wide range of people
- An excellent level of organisational skills
- The ability to plan and prioritise a varied workload
- A breadth of coaching / instructing knowledge & experience across a range of sports and fitness activities, with the capability to adapt these across a wide variety of disabilities.
- The ability to work effectively as part of a number of teams.

Working Hours for this role will be:

- Tuesdays 9.00am – 2.00pm
- Thursdays 8.30am – 12.30pm

Closing Date: 12.00 noon on Monday 30 October 2017
Interview Date: Thursday 9 November 2017 (allow all day)
Candidates will be notified if successfully invited to interview by Friday 3 November.

Vacancy ID: OP/11

Application Form: To apply for this vacancy please complete the application form available from www.fejobs.com or www.newvic.ac.uk. Applications can be submitted to jobs@newvic.ac.uk or posted to Human Resources, Newham Sixth Form College, Prince Regent Lane, London, E13 8SG. Please ensure you allow sufficient time for your application to reach us as we cannot accept applications past the closing date/time.

Candidates are shortlisted on the basis of their written application and the extent to which they meet the standard criteria. You are advised to ensure that you use your supporting statement to indicate the extent to which you meet each of the criteria in the person specification below.

Shortlisted candidates will be invited in for a selection day that may include a briefing, a written assessment, a practical test, and an interview.

Job Description for Disability Sports Activator (Term Time Only)

Reports to: Sports Academy Manager

Main activities: *Physical Activity & Sport participation responsibilities*

1. Provide structured and developmental weekly sports sessions for three classes of Foundation Learning students with severe to moderate learning & physical disabilities.
2. Deliver a weekly Multi Sport Ability lunch time club for students with both learning & physical disabilities.
3. Identify local Talent Identification opportunities for disabled students and support their attendance at these events, where possible, within working hours
4. Work with the Sports Academy Manager to identify and engage a team of Ability Counts Ambassadors, to support peer recruitment to physical activity opportunities provided within the College.
5. Support physically disabled students in accessing the NewVlc Sports Leadership programmes and gaining leadership qualifications where suitable.
6. Identify local inclusive sport specific community clubs to support disabled students in attending. In addition, encourage Foundation Learning students to attend The Newham Ability Camp pan disability community multi sports club.

Additional Responsibilities

7. To ensure that appropriate health and safety regulations are observed and maintained in all sports activities under your supervision.
8. To assist in the supervision of the College's sporting facilities and equipment.
9. To participate in the college appraisal scheme, and arrangements for further training and development.
10. To apply and promote NewVlc's policies and procedures (e.g. health & safety, equal opportunities).
11. To work flexibly according to the demands of the service and to perform such other duties, within the competence of the post holder, this may be reasonably required, from time to time, including working outside of normal hours.

Personal Specification for Get Active Officer (Term Time Only)

Qualifications or Training:

1. Multiple Level 1 coaching and / or instructing qualifications across a variety of sport or fitness fields (Essential)
2. Level 2 coaching or instructing qualification(s) (Essential)
3. Educated to level 4 or equivalent experience, including GCSE grade C or above in Maths and English (or equivalent)

Practical Skills:

4. Extensive experience coaching multiple adapted sports to young people with severe learning disabilities (Essential)
5. Extensive experience coaching multiple adapted sports to young people with physical disabilities (Essential)
6. Ability to communicate effectively to groups of disabled 16-21 year olds (Essential)
7. Experience of working within the education sector

Personal Qualities & Attributes:

8. Flexible in approach and ideas
9. Willing to show commitment and enthusiasm
10. To be polite, confident and courteous when dealing with people on the telephone and in person, at all levels within the College and with external agencies
11. Self-motivated and able to use initiative and to solve problems

Other Information

Health and Safety - all employees must comply with the requirements of the Health and Safety at Work Act 1974 and affiliated regulations. Employees are also required to comply with the college's Health and Safety Policies and take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions. Where the college has a statutory duty with regard to health and safety employees are required to co-operate with the college and its managers and officers so far as is necessary to enable the college to meet that duty. This includes using equipment and substances in accordance with training and instruction and the reporting of serious dangers to your own or others' safety.

The College operates a smoke-free policy and the post-holder is prohibited from smoking in any of the College's buildings, enclosed spaces within the buildings, and College vehicles. Staff will not be released for a break that is specifically for smoking.

Equality – the postholder must be committed to the college's Equality and Diversity Policy and advancing equality through our Equality Objectives.

There is an induction programme for new staff.

This post is eligible for membership of the Local Government Pension Scheme (LGPS).

In addition to the responsibilities listed above, all employees must be adaptable in their approach and undertake other duties that are commensurate with postholder's level, wherever they may be, to achieve the objectives of the College.

The post holder will be required to have a clearance from the Disclosure and Barring Services. Criminal convictions will only be taken into account when they are relevant to the post.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment and participate in statutory training.

- **Useful websites**

NewVic

www.newvic.ac.uk

The college's own website

The 2015 Ofsted inspection report on NewVic

<http://www.newvic.ac.uk/news/publications/Ofstedinspection2015.pdf>

Newham Council

www.newham.gov.uk

The website of Newham Council