

## Capital City Academy - Job Description

### Title of Post

**PE Teacher (4 days) School Games Organiser (1 day)**

### Salary

**MPS**

### Reporting to

**CAL for PE/Sport (4 days) Director of Sport (1 day)**

### Job Purpose

To help lead and ensure the successful delivery of the vision for the Academy by helping to develop and maintain an effective sport department and Capital Sports Partnership.

### Duties

1. To work as part of a mutually supportive team which develops high quality schemes of work and learning resources and embeds a strong Culture for Learning in the Academy.
2. To plan and deliver high quality lessons which meet the needs of individual students through appropriate differentiation liaising as appropriate with Teaching and/or Learning Support Assistant(s).
3. To set and mark homework in line with Academy and Area policies.
4. To ensure that target setting, assessment, marking, reporting and record keeping are consistent with Academy and Area Policy.
5. To maintain high expectations and standards in classroom practice, promoting good behaviour, not only by the use of rewards and sanctions, but principally through pacey, challenging lessons.
6. To establish and maintain a positive and stimulating learning environment and to provide cover work for classes for up to 5 days in any one period of absence.
7. As a Learning Adviser to monitor and support students and to implement all aspects of Academy, Key Stage and Year Group Pastoral Policy.
8. To undertake supervision duties and take cover lessons as required by the agreed rotas and policies.
9. To contribute to the promotion of equal opportunities and celebration of diversity in all aspects of the work of the Academy.
10. To take personal responsibility for professional development and to produce an annual plan for improved professional practice.
11. To undertake the following specific areas of responsibility within the PE department:-
  - Develop an understanding of the academic and sporting needs of the students concerned.
  - Encourage participation in and help to provide clubs and teams and support with fixtures.
  - Assist students with gifted physical ability to reach their potential.
  - Help students record coaching hours and training programmes in an appropriate way.
  - Help develop performance concentration and confidence to keep students on task and to build motivation.
  - Support the Capital City Academy Physical Education and Sport ethos.
  - Maintain regular contact with parents/carers of the students receiving coaching and mentoring to encourage positive family involvement in the student's learning.
  - Drive the minibus
12. To undertake the following specific areas of responsibility in the Capital Sports Partnership:-
  - Increasing engagement in school games by developing competitive opportunities. Ensure the provision of both inclusive and targeted opportunities for all young people. Update competition calendars, implementing NGB priority competition formats in as many schools as possible in the Capital Partnership. Responsibility for getting as many schools as possible to take part in the school games and then deepen their engagement in the competition. Help to facilitate and run school games events across the partnership, ensure progression pathways and clear and publish the results, events and fixtures in line with the Capital Partnership's protocols.
  - Increasing and sustaining participation by broadening the range of participation opportunities. Ensure the provision of both inclusive and targeted opportunities for all young people. Help to develop the workforce of teachers, non-teaching staff, parents, volunteers and particularly young leaders required when delivering the school games at all levels and to identify the least active young people and

engage them in appropriate activity.

- Support young people to access quality coaching, progress to higher level competition and officiating.
- Mentor the year 1 & 2 Sports Apprentices with the Capital Partnership.
- Support achievement of National KPI's
- Change4 life clubs/School Games Mark/Participation/competition and Leadership.

13. To participate as appropriate in the Academy's arrangements for Performance Management.

14. To undertake such further activities as may reasonably be directed by the line-manager.

Person Specification		
Competency	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Level 1 &amp; 2 Coaching Award (NGB)</li> <li>• First Aid Qualification</li> <li>• Level 1 Referee Qualification</li> <li>• Formal Mentoring experience</li> <li>• Sports Degree</li> </ul>	<ul style="list-style-type: none"> <li>• Child Protection and Safeguarding</li> <li>• JFO Tutor</li> <li>• Mentoring qualification NVQ or equivalent</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• KS1-KS5 experience leading/coaching</li> <li>• Working with Adults and Disability Groups</li> <li>• Working with Sports Apprentices</li> </ul>	<ul style="list-style-type: none"> <li>• Regular officiating experience.</li> </ul>
Knowledge and Understanding	<ul style="list-style-type: none"> <li>• Leadership Academy</li> <li>• National S.G.O. National Agenda</li> <li>• Physical Education National curriculum KS1-KS5</li> </ul>	<ul style="list-style-type: none"> <li>• A passion for extending personal qualifications.</li> <li>• Experience teaching across all key stages of national curriculum.</li> </ul>
Skills	<ul style="list-style-type: none"> <li>• liaise and communicate effectively with others;</li> <li>• demonstrate good organisational skills;</li> <li>• be able to use ICT confidently;</li> <li>• reflect on and develop professional practice;</li> <li>• display work effectively;</li> <li>• Good or outstanding teacher</li> </ul>	<ul style="list-style-type: none"> <li>• monitor, record and make assessments about individual progress</li> <li>• Demonstrate the ability to learn and adapt from past experience.</li> </ul>

*Capital City Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and post holders to share this commitment.*