



## Job Overview

The Prep School PE Coordinator will lead and enhance the physical education program for students in grades 1 through 7. This role focuses on promoting healthy lifestyles, encouraging teamwork, and developing physical skills through a variety of engaging activities. The coordinator will work closely with teachers, students, and parents to ensure a comprehensive and inclusive physical education experience.

## Key Responsibilities

- **Programme Development:** Design and implement a dynamic PE curriculum that aligns with national standards and promotes physical literacy.
- **Instruction:** Teach PE classes, ensuring that all students are engaged, motivated, and challenged.
- **Assessment:** Develop assessment tools to evaluate student progress in physical development and fitness.
- **Support the PE Department:** This may include and working alongside SLT some staff appraisal
- **Collaboration:** Work with classroom teachers to integrate physical education concepts into the broader curriculum.
- **Event Coordination:** Organise and oversee school-wide sports events, competitions, and physical fitness activities.
- **Safety and Compliance:** Ensure that all activities comply with safety regulations and school policies.
- **Professional Development:** Provide training and support for staff on best practices in physical education and coaching techniques.
- **Community Engagement:** Foster relationships with parents and the community to promote physical activity and wellness initiatives.
- **Inter-School competitions:** Foster a competitive spirit within school teams competing against the local schools and within the international sector. To manage facilitate international sports tours
- **Resource Management:** Manage the budget for the PE programme and oversee the maintenance of equipment and facilities.
- Other reasonable tasks assigned by SLT.

## Qualifications

- **Education:** Bachelor's degree in Physical Education, Sports Science, or a related field.
- **Experience:** Previous experience in teaching physical education at the primary school level; experience in a leadership role is preferred.
- **Skills:**
  - Strong understanding of child development and physical education principles.
  - Excellent communication and interpersonal skills.
  - Ability to inspire and motivate students to engage in physical activity.
  - Strong organizational and planning skills.
- **Certifications:** Current first aid and CPR certification; additional certifications in coaching or physical education are a plus.

## Personal Attributes

- Passionate about promoting health and fitness among children.
- Enthusiastic, energetic, and engaging personality.
- Committed to creating an inclusive environment for all students.