



**Job Description**  
**Graduate Sports Assistant (Fixed-term 01/09/2020-31/08/2021)**  
**Monday to Friday 8.00am to 5.00pm Term Time only**

**JOB PURPOSE:**

To support the sports department in the delivery of an outstanding sporting programme.

**KEY RESPONSIBILITIES:**

- Assist in the delivery of coaching of games lessons and the sporting co-curricular programme.
- Assist in the delivery of core PE and swimming lessons.
- Assist in department administration as directed by the Director of Sport.
- Coaching, scoring, refereeing or umpiring fixtures.

**OTHER CONSIDERATIONS:**

- Contribute to the wider school life of Radnor House Sevenoaks including pastoral care, co-curricular activities, attendance at Assemblies and INSET days
- Members of staff should, at all times work within the framework provided by the school's policy statements to fulfil the general aims and objectives of Radnor House Sevenoaks
- Undertake such other duties as the Head or his Deputy may reasonably request
- Assume the roles outlined in this job description to the highest standard

The above statement of Responsibilities is agreed to be an accurate job description