



SHERBORNE

Sherborne School (SS) is a boys' independent school situated in the shadow of Sherborne Abbey. Founded by Royal Charter in 1550, the school has roots going back to the origins of the See of Sherborne in 705. There are eight boarding houses containing a total of about 600 boys (aged 13-18).

The Schools together form an extraordinary community with a rich heritage and ambitious outlook. The students are talented, engaged and interesting, and staff are likewise.

JOB DESCRIPTION

Sherborne School Recruitment and Selection Policy Statement

Sherborne School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants for this post must be willing to undergo child protection screening, including reference checks with previous employers and a criminal record check with the DBS.

<i>Job Title:</i>	Director of Football Coaching
<i>Location:</i>	Sherborne School
<i>Line Manager:</i>	Director of Sport
<i>Hours of Work:</i>	The Director of Football Coaching will usually work 37.5 to 40 hours per week during term time. The academic School day begins at 8.30am and ends at 5pm, Monday to Friday; teaching also takes place on Saturdays from 8.30am to 12.30pm. However, due to the nature of co-curricular provision, the Director of Football Coaching will be required to work flexibly outside the normal School routine and for periods during the School holidays, as reasonably directed by the Director of Sport.
<i>Holidays:</i>	Apart from the times during the School holidays when required to work, such as prep school football camps, school tours etc., all Sherborne School annual holidays may be taken. Holiday cannot be taken during Sherborne School term time. Attendance will be required on any Bank Holidays that fall during Sherborne School term time.
<i>Salary:</i>	£27,500 to £28,500 depending on skills and experience.

<i>Probationary Period:</i>	In accordance with School policy, this appointment will be subject to a six-month probationary period.
<i>Medical Fitness:</i>	The offer of appointment will be conditional upon the provision of a self-declaration of physical and mental fitness to discharge the responsibilities of the role.
<i>DBS Disclosure (Police Check)/References:</i>	As Sherborne School is registered to ask 'exempted questions' under the Rehabilitation of Offenders Act 1974, successful applicants will be subject to a criminal record check from the Disclosure and Barring Service before the appointment is confirmed. This will include details of cautions, reprimands or final warnings; further details are available upon request. This post is also subject to receipt of two satisfactory written references, one of which must be your current/last employer.
<i>Post-holder's Responsibility:</i>	You share with all staff the responsibility to promote and safeguard the welfare of children and young people for whom you are responsible, or with whom you come into contact. In doing so, you are expected at all times to adhere to and ensure compliance with the School's Safeguarding (Child Protection) Policy. If you become aware of any actual or potential risks to the safety or welfare of children in the School, you must report any concerns to the School's Designated Safeguarding Lead (Child Protection Officer).

Principal Role:

Duties

- In liaison with the Mi/c Football, produce development plans for the sport on short, medium and long term bases, taking into account staffing, facilities, equipment, etc.
- To co-ordinate and direct the coaching of all school age group football teams.
- Working within the time available, as indicated by the School week, to deliver Winter and Summer Coaching Programmes. These are to include individual sessions and the production of guidelines/schemes of work for the coaching of the sport through the year. Attention to the needs and availability of different age groups and ability groups and the progression of skills should be evident.
- Deliver an internal Coach Development Programme and produce resources to help coaches of all school teams.
- Mentor elite performers and encourage boys to attend programmes outside of the school's programme and assist them to commit to the processes.
- Liaise with the Master i/c Football with regards to the fixtures, weekly programmes and other issues relating to coaching and playing programmes.

- Work with the Performance Analyst to produce evidence for coaches, players and for specific team development.
- Set an example to and support the other coaches of the sport.
- Support the sports programmes of the school as a member of the Director of Coaching group through:
 - managing the S & C programme for all sportsmen, advising players on conditioning requirements to make the most of their abilities;
 - bringing new initiatives and coaching philosophies that would be of benefit across many sports;
 - helping with the weekly High Performance sessions;
 - regular meetings.
- Advise the Director of Sport on allocation of sports awards, including assessment of prospective candidates.
- To assist with the development of relations with feeder prep schools and to offer coaching or coach development where appropriate.
- To organise and participate in activities during the School holidays which promote and develop Football at Sherborne School both for existing and future pupils and as part of the School's commercial activities, to include preseason training camps.
- Promote enjoyment and respect for the laws of the game and its spirit.
- Comply with the School procedures for reporting injuries.
- Write reports on individual boys and teams for internal use and also external publication.
- To assist with the coaching of sports teams / individuals in addition to Football during the Trinity Term.

This is necessarily a general description of duties and not all that you may be required to do.

Training Requirement for Director of Football Coaching – this list is not exhaustive, and the post holder may be required to undertake other training as required by the School:

Training	To be completed by	Frequency of training
Safeguarding (Child Protection) and Prevent Training	Before employment commences	Every year
Emergency First Aid Training (if required within the Department)	Within the first term of employment	Every 3 years but offered annually

Fire Awareness		Within the first term of employment	Every year
Manual Handling		Within the first term of employment	Every year
DSE		Within the first term of employment	Every year
Induction training with Line Manager		Within the first 3 months of employment	
Minibus Training if applicable	D1 Minibus Assessment	Within the first term of employment	Every 3 years
	PCV Licence	Within the first term of employment	Then Minibus Assessment every 3 years

TERMS AND CONDITIONS

Non-Smoking Policy:

It is the policy of Sherborne School (encompassing Sherborne International, Sherborne School Leisure and Sherborne School Trading) that all our workplaces are smoke free, and all employees have a right to work in a smoke free environment. Smoking is prohibited in all areas of the School, both internal and external; this includes company vehicles. This policy applies to all employees, contractors and visitors.

Pension:

The post-holder will be able to join the Sherborne School Support Staff Pension Scheme on the first day of the month after completion of two month's service. Where eligible the post-holder will be auto-enrolled into the Pension Scheme as per current legislation; further details may be obtained from the Head of HR (Bursary).

Sports Centre Membership:

Reduced membership of the Sherborne School Sports Centre (including swimming pool, gym and classes) is available for all employees.

Method of Application

Please complete and return the Sherborne School Application Form. Please do not send in a curriculum vitae (applications received that have sections crossed through marked 'see attached cv' will be returned)

In the event of any queries please contact: *Mrs Samantha Belgeonne - Recruitment Manager*
Sherborne School
Abbey Road
Sherborne
Dorset
DT9 3LF
Tel: 01935 810502
Email: hr@sherborne.org

Closing date for applications: **9am on Wednesday 24 April 2019**

Interviews to take place: **during w/c 29 April 2019**
PLEASE INDICATE ON YOUR APPLICATION FORM IF YOU ARE UNAVAILABLE TO ATTEND INTERVIEW ON THIS DATE.

Anticipated Start Date: **September 2019**