



GIGGLESWICK  
SCHOOL

# Graduate Sports Assistant & Boarding Tutor

*With the opportunity to progress to PGCE*

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## Applicant information pack





## Overview

Giggleswick School is a co-educational boarding and day school situated in the stunning rural location of the Yorkshire Dales, within walking distance of the popular market town of Settle and just over an hour from both Leeds and Manchester.

The School demonstrates all the characteristics you would expect to find in an excellent independent boarding school. It is exceptionally good at discovering and nurturing individuals' strengths; it is a friendly, supportive community with excellent pastoral care; it provides a breadth of educational opportunities, subjects, and cocurricular activities; and pupils achieve strong academic performance. All of this is delivered by dedicated, high quality teachers and support staff.

## History

Giggleswick's fascinating five centuries of history started in 1512 when Henry VIII was on the throne. Since his son Edward VI granted the school a royal charter 1553 it has enjoyed four campus rebuilds, close links with prestigious academia and the Church, and alumni have contributed to all walks of life. Giggleswick's half-millennium of tradition and evolution has earned it a well respected place at the heart and head of its community and the educational landscape of the country.

What makes Giggleswick distinctive is participation. The school community delights in seeing growth through the experience of trying something new and being surprised at what one can do. Giggleswick's emphasis on wide participation has two other benefits: students not only do the things they excel at, but also learn how to seek and offer support within and between year groups. Participation is also true of the staff in School – they are widely involved in the interests and activities of the pupils, collaborating with them for mutual benefit and enjoyment. The school believes that both factors create the warm respect that exists between pupils up and down the School, and between all staff and pupils.

Over the years, Giggleswick expanded its age range, opened to girls and the curriculum broadened. The landmark School chapel was built to commemorate Queen Victoria's diamond jubilee and enviable facilities were added, including one of the first heated indoor swimming pools in the country.





# The School

## Location & Facilities

Giggleswick is perfectly located on the edge of the Yorkshire Dales National Park, home to some of Yorkshire's most iconic scenery and attractions. Manchester, Leeds and York are all just an hour away, with the popular towns of Ilkley, Skipton, Kirkby Lonsdale, Clitheroe and Kendal all within the school's day and flexi boarding catchment area.

With spectacular limestone valleys, picture postcard villages and historic castles, it is a place that stirs the emotions and stimulates the senses. The School's idyllic setting gives life at Giggleswick a real sense of adventure and discovery, where children have the space and freedom to grow as individuals and develop a lifelong love of learning.

## Ethos & Values

There is a real sense of community throughout the campus with a happy, relaxed and purposeful atmosphere where pupils are polite and welcoming. The School promotes a real 'can do' philosophy through encouragement and support for pupils to have a go at a range of activities – and the pupils thrive on it. Day pupils are also fully integrated into the life and ethos of the school.

The campus and facilities provide an impressive modern learning environment with the Pre-school, Junior and Senior School sharing the 215 acre site. The Richard Whiteley Theatre hosts a full programme of live productions, music and dance, as well as being used for drama lessons and CAS (Creative, Active, Service) activities. Other on-site facilities include the Chapel, The Glover Art Studio, an observatory, a swimming pool and a mountain bike trail. There is also a state-of-the-art multi-activity sports hall and fitness centre, tennis and squash courts, astro-turf for hockey, cricket, rugby and football pitches and a golf course.

*“How can they bear to tear themselves away from this happy place in the Yorkshire Dales?”*

Tatler, 2019





## Senior School

With 320 pupils aged 11 to 18, the Senior School is large enough to offer a wide variety of teaching and learning across a six-day week, but small enough to offer close tutorial support, small classes, and opportunities for everyone to get into teams or to take part in music, art, drama, outdoor pursuits and all the other activities we offer. Our academic standards are high across a broad curriculum and we embrace a breadth of ability, supporting each child to achieve their personal best. At Giggleswick, success is not just about grades and academic skills. We put an equal emphasis on personal development, helping young people to build confidence, resilience and independence, and to take responsibility and initiative.

## The Department

The main aim of Giggleswick School is to ensure that sport is enjoyable, whether played at elite or recreational level. All round participation and promotion of excellence helps to engender a culture of integrity, respect and teamwork in our pupils.

The major team sports are rugby, cricket, hockey, netball, tennis and cross country; however the School also offers facilities and expertise in a range of other sports from swimming, climbing and mountain biking to basketball, athletics and golf.

The School has seven boarding houses, each with Senior House Staff, Matrons, and a full team of Tutors. As a modern boarding and day school we offer a wide range of options tailored to fit the needs, lifestyles and budgets of families based locally, nationally and internationally. Students can choose to be a day pupil, a full boarder, 3 or 5-night flexi boarder or board occasionally if there is an activity in school that's not to be missed.

Giggleswick runs an Elite Sports Programme which covers a range of sports. Here talented athletes are mentored in a range of areas to ensure they excel in their chosen sport. This encompasses our values in the learner profile and looks at setting the right programmes to balance within their academic commitments.

The school has been highly successful in recent years in a range of sports and often reaches the North or North East finals in boys and girls hockey, combined with winning major Sevens tournaments in the North. Our cross-country runners perform on the national stage and have represented England in recent years.





# The Role

## Summary

The successful applicant will ideally be a graduate looking to broaden their experience of working with young people in a residential educational environment. They will require a genuine understanding of children and have a keen interest in promoting their development and wellbeing. They will also require sound judgement, excellent communication skills, plenty of stamina and a good sense of humour!

You will first and foremost, be an enthusiastic, energetic sportsperson with a focus on **Netball, Hockey and/or Tennis**. It would also be helpful to have Cricket, Swimming and Strength and Conditioning knowledge. Coaching qualifications would be advantageous.



The ability to work as part of a team is vital, as the Graduate Assistant will work closely with the Director of Sport as well as all other staff involved in coaching and managing teams in both the Senior and Junior School.

The successful applicant will primarily be appointed to work in a coaching and pastoral role, and there may be the opportunity for the candidate to progress to PGCE depending on the individual's interests, skills and enthusiasms.

**There will be the opportunity to work extra paid hours in the Giggleswick School Holiday Camps, including Summer 2021 onwards.**





## Main Duties and Responsibilities

A commitment to the values and expectations of this boarding community and to the welfare of the pupils is a vital component of the job. In addition to teaching, all full-time members of staff are expected to play a full role in the extra-curricular and pastoral life of the School.

### General duties

- Delivering specialist coaching in both the Junior and Senior Schools
- Opportunity to assist with the teaching of PE lessons and GCSE and BTEC practical lessons
- Coaching and supervising games sessions
- Administrative duties such as confirming fixtures and making catering and transport arrangements; publicising team sheets and collecting games registers
- Supervising regular evening sessions in the fitness centre or swimming pool
- Organising and participating in the extra-curricular activity programme, especially for boarders
- Preparing sports facilities and opening them for internal and external bookings in liaison with the Facilities department

- Ensuring appropriate standards of behaviour, dress and attitude of the pupils in their care at all times.

In addition, the school would hope to provide you with opportunities to observe teaching, perhaps participate in some team teaching and be involved with other educational activities to broaden your experience.

### Pastoral duties

- All residential staff are attached to a boarding house and undertake two evening duties each week, one of which is at the weekends
- Resident staff share other duties with Senior House Staff, such as wake-ups, registrations etc

### Other duties

- The school has a regular pattern of Assemblies and Chapel services, which Sports Assistants will be expected to attend. All staff are also invited to support students at major school functions such as drama productions, the Spring Concert or Sports Day
- Once a year, residential staff may take part in an Exeat duty team to provide cover for the boarders who remain at School.
- All teaching staff are expected to follow the Staff Code of Conduct and to follow the guidance laid out in the staff handbook.





# The Person

## The successful candidate should:

- Be able to demonstrate strong knowledge and understanding of the concepts and skills of Netball, Hockey and/or Tennis
- Be responsible for coaching and umpiring teams, inspiring them to achieve the highest standards
- Have the ability and desire to interact with young people and to make a significant contribution to a variety of teaching and extra-curricular activities
- Be able to enthuse and motivate pupils to perform to the best of their ability
- Cricket, Swimming and Strength & Conditioning knowledge/experience would be a distinct advantage

## Personal qualities

- Commitment to and flexible with the demands of the role
- Energy and enthusiasm
- Able to demonstrate the positive values, attitudes and behaviour we expect from our pupils
- Reliability and integrity
- Willingness to contribute to the co-curricular life of the School
- A commitment to personal professional development and taking responsibility for it
- A positive motivation to work with children and young people
- Resilience





# Terms of Appointment

- This is a fixed term one-year graduate internship from 01 September 2021, with the possibility to support PGCE in subsequent year
- The annual salary for this internship is £12,000 per annum inclusive of six weeks annual holiday pay
- For the better performance of duties it is our preference that you will be resident. Consequently, accommodation will be provided free of charge and the school will

be responsible for Council Tax, water, repairs, heat and light costs. A telephone will be provided although calls on School business are free of charge it will be necessary for you to reimburse the school for personal calls. Meals will also be provided for you during term time.

# How to Apply

For further information and an application pack, please visit our website [www.giggleswick.org.uk](http://www.giggleswick.org.uk) or contact **Rachel Attack, Human Resources Manager**, on 01729 893016, or by email [hr@giggleswick.org.uk](mailto:hr@giggleswick.org.uk).

If you would like to apply for this post, please complete and send the following information to

**[hr@giggleswick.org.uk](mailto:hr@giggleswick.org.uk)**

- A completed application form (no CV's please)
- A covering letter of not more than two pages summarising your ability related to the information outlined in the role

**The closing date for applications is 9 April 2021.**

Shortlisted candidates will be invited to interview w/c 12 April or w/c 19 April.

# Equal Opportunities Employer

Giggleswick School is committed to eliminating discrimination and encouraging diversity amongst our workforce. We aim to provide quality and fairness for all job applicants and employees and not to discriminate, or to receive less favourable treatment, on grounds of age, disability, race, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Employment decisions will be made on the basis of each applicant's job qualifications, skills, experience, and abilities. Applicants or employees with questions or concerns relating to discrimination for any of the reasons listed above should contact **Rachel Attack, Human Resources Manager**, [reattack@giggleswick.org.uk](mailto:reattack@giggleswick.org.uk).

# Child Protection & Safeguarding Policy

Giggleswick School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment by complying with the School's Child Protection Policy and Staff Code of Conduct at all times. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and The Disclosure and Barring Service.

All school policies can be found on our website, **[www.giggleswick.org.uk](http://www.giggleswick.org.uk)**.





**GIGGLESWICK**  
**SCHOOL**

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