**ATHLETIC DIRECTOR**

**Responsible to: The Principal**

**Role & Position in the Organisation**

The Athletic Director reports to the Principal and has full responsibility for all aspects of the representative sporting programme (Dragons) in partnership with the Head of Primary and Head of Secondary, CCA Manager & Heads of PE. Additionally the CCA Manager will report to the Athletic Director. The CCA Manager will have responsibility for the CCA programme, GIS Academies and rental of facilities.

The CCA programmes include – the after school programme from Year 1-13, the football, swim & badminton academies and the competitive sports programme (Dragons).

**Major Role:**

● To provide professional leadership and management of the Dragons programmes, to secure high quality experiences for students, excellent standards of performance and the effective use of resources.

● To provide opportunities for the school community to participate in sports outside the regular school day.

● To support developments within the mainstream Physical Education Curriculum in consultation with the Head of Primary PE and Head of Faculty Secondary PE.

● To lead and manage the Extra Curricular Leadership Team who are responsible for developing, reviewing, updating and managing all the CCA programmes.

● To liaise with, and participate in, the organisations in which GIS is a member (FOBISIA, SEASAC and ISAC) to ensure that the interests of GIS students are represented.

**Responsibilities, by area:**

**Strategic Area 1 – Learning and Teaching – The Athletic Director will:**

● Ensure effective and appropriate links are made between the mainstream curriculum and the CCA programmes in consultation with the Head of Primary PE and Head of Faculty Secondary PE

● Assist with the monitoring of the standards of teaching and learning in Physical Education across the campus

**Strategic Area 2 – Professional – The Athletic Director will:**

● Ensure that there is efficient and effective line management and appraisal of members of the Extra Curricular team following the School’s Performance Management System;

● Organise and contribute to opportunities for Continuing Professional Development (CPD) in liaison with the Assistant Principal for Staff Development and the Head of Primary PE and Head of Faculty Secondary PE;

● Lead the recruitment of suitably qualified coaches for the Dragons and CCA programme in consultation with the Head of School.

**Strategic Area 3 – Culture and Communication – The Athletic Director will**

● Communicate with students, parents and the wider community regarding all aspects of Dragons provision;

● Ensure effective liaison with members of staff regarding all issues related to Dragons provision;

● Maintain communication with other schools for the purpose of inter school competition;

● Ensure effective liaison with members of community and commercial sports organisations.

**Strategic Area 4 - Finance and Resources – The Athletic Director will**

● Determine the budgetary implications of staffing and running the Dragons progammes, in conjunction with the Principal.

**Strategic Area 5 – Health and Safety ­ The Athletic Director will**

● Ensure that Coaches and teachers are aware of and adhere to Health and Safety policies relevant to their curriculum areas. In particular the preparation of relevant risk assessments and safety planning when organising sports trips.

● Liaise and advise the Health and Safety Officer regarding the monitoring of facilities in relation to health and safety issues.

**Strategic Area 6 – Facilities** -**The Athletic Director will**

● Project changing needs as a consequence of the development of the Dragons/CCA programme;

● Work with the CCA team and the Heads of Faculty Secondary, Heads of Department Primary and Business Departments in planning the use of facilities;

● Advise the Principal about how facilities might be developed.