



## **Job description - Director of Sport**

### **Background**

Loughborough Schools Foundation is a charitable foundation comprising of Loughborough Grammar School (boys, 10-18, day and boarding), Loughborough High School (girls, 11-18), Fairfield Prep School (co-educational, 3-11) and Loughborough Amherst School (co-educational 4-18).

Loughborough Grammar School was established in 1495, both Loughborough High School and Loughborough Amherst School in 1850, whilst Fairfield Prep School has been an autonomous school within the Foundation since 1969.

The four schools are situated on two neighbouring campuses on the south side of Loughborough. They enjoy an excellent reputation for their academic, cultural and sporting achievements, and for the quality of their pastoral care.

Our students have access to impressive sporting facilities which include the Quorn sports complex, numerous playing fields, two sports centres, two all-weather pitches, weight training and fitness suites, a dance studio and an indoor swimming pool.

Staff across the Foundation are committed to delivering an extensive programme of curricular and extra-curricular sporting activities to deliver the Foundation's sporting philosophy of participation and excellence. Sport for Life.

In providing purposeful opportunities across a vast range of sporting activities, we strive to prepare our students for a lifelong involvement in physical activity, whatever their level of ability.

### **The Role**

This is a new role and reflects the Foundation's commitment to enhance our capacity to meet the sporting needs of students across all four schools. Reporting directly to one of the Foundation's Heads, the Director of Sport will lead the strategic development of sport across the Foundation, with responsibility of enhancing the quality of the student experience, creating an environment to support Foundation sport at all levels and growing the commercial operations of the Foundation's sporting facilities. In doing so, they will lead the existing Heads of Sports, as well as all sports teachers and coaches across the Foundation.

### **Key Responsibilities**

#### **General**

- Create and deliver an inspirational vision for Foundation sport
- Provide leadership and development for all areas of sporting activity, including strategy, coaching, operations and facilities across the Foundation
- Ensure provision of appropriate sports and activity programmes to engage all students in sports and other recreational opportunities
- Ensure the provision for the development of students aspiring to excellence in their sport

- Develop and maintain strong relationships and partnerships with the local community, elite sporting organisations and relevant National Governing Bodies
- Ensure that the Foundations' sports kit is fit for purpose

### **Staffing**

- Lead and line manage the Heads of Sport across the Foundation
- Have overall responsibility for the staffing and management of the four schools' programme of sporting curricular and extra-curricular programmes to maximise their impact
- Responsible (with Heads of Sports) for the appointment of non-teaching coaches and Graduate Sports Assistants
- Provide INSET for sports staff to ensure best practice by all practitioners

### **Administration**

- Chair the Heads of Sport meetings
- Liaise with the Foundation Heads and Heads of Sport on sporting budgets and other matters related to capital expenditure
- Access grants to develop the Foundation's sporting programmes and facilities
- Identify and develop possible commercial income streams related to sport
- Provide termly reports to the Board of Governors on progress against the agreed strategy and other matters of interest

### **Facilities**

- Allocate sporting facilities effectively across the Foundation
- Liaise with the Head Groundsman and Director of Operations
- Ensure that risk assessments are completed and Health and Safety standards are monitored and maintained

### **Communication and Publicity**

- Promote sporting opportunities with the Marketing Department through the timely publication of marketing collateral in all matters pertaining to sport
- Sanction, monitor and develop sporting tours
- Ensure articles are written for the Insight Newsletters
- Ensure outstanding opportunities and delivery for all students

## **Person Specification**

<b>QUALIFICATIONS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Degree or similar level qualification in sports or management-related discipline	Y	
High level coaching qualification in one of the Foundations' major sports	Y	
Professional qualification in management		Y
<b>EXPERIENCE</b>		

Experience as a senior manager within a sport related environment	Y	
Experience of commercial sports facility management	Y	
Experience of working with National Governing Bodies of sport and/or similar or related organisations	Y	
Experience of preparing budgets, delivering these against agreed programmes, and monitoring their expenditure	Y	
Experience of managing staff teams, both salaried and volunteer	Y	
Experience of generating revenue from commercial partnerships and other external sources and successfully growing such relationships	Y	
Demonstrable track record of implementing change	Y	
Experience of working with the media		Y
Demonstrable ability to create and implement strategies		Y
<b>KNOWLEDGE</b>		
Extensive knowledge of the sport and leisure industry	Y	
Knowledge of school sport and academic processes		Y
<b>BEHAVIOURAL COMPETENCIES AND QUALITIES</b>		
Ability to build trust and rapport, and work collaboratively with colleagues at all levels of the Foundation	Y	
Excellent team leadership skills with the capability to manage and inspire others	Y	
High-level communication skills	Y	
Well-developed active listening skills showing an ability to take direction as well as to direct	Y	
Outstanding commitment to the development of sport	Y	
Dynamic and enthusiastic leader with vision and ability to develop strategic goals and implement them	Y	
High level drive and determination to succeed	Y	

Ability to think 'outside the box' and recognise potential		Y
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