



MAGDALEN COLLEGE SCHOOL
INDEPENDENT DAY SCHOOL FOR BOYS 7 - 18 AND SIXTH FORM GIRLS



Information Pack

Head of Girls Sport and Tennis

Closing date: Midday Monday November 27th

Interviews: Week beginning Monday 4th December

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Introduction from the Master, Miss H.L. Pike

Magdalen College School is a remarkable place. We are now well into our sixth century, and our former pupils include scholars, war heroes, musicians, Olympians, a Nobel Prize laureate, a Hollywood film director, and a saint. Our success in public examinations, in securing places at top universities, and in an astonishing array of extra-curricular pursuits ensure that we continue this proud tradition. We do so by nurturing the individual potential of each of our pupils, and above all we believe that learning is as fun as it is fulfilling.



Magdalen College School was founded in 1480 by William of Waynflete: schoolmaster, bishop of Winchester and Lord Chancellor of England. Being of humble origins, Waynflete was determined that others of ability should be given the opportunity to learn, to serve and to prosper as he did. And so MCS offers a transformative education in our global university city, the community to which we contribute.

We attract and retain the best staff and MCS is a stimulating, welcoming and thriving environment in which both to learn and to work.

A lot happens at MCS. The various sections of our website (www.mcsoxford.org) including the recent [News](#) will give you an impression of our school.

Thank you for your interest.

H.L. Pike



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Head of Girls Sport and Tennis

The School

Magdalen College School, founded in 1480 by William of Waynflete, is one of the country's leading independent day schools. It is situated in an enviable location at the heart of Oxford beside the River Cherwell.

The Role

Magdalen College School is seeking to appoint a hard-working, skilled and motivated individual from April 2018, to further develop girls' sport, as well as Tennis, within the Senior School. The successful applicant will be expected to administrate all sport for girls between 16-18, run the tennis programme throughout the school, coach to a high level, contribute to Senior School sport

and manage staff from the sports department and colleagues from the Senior Common Room.

The Head of Girls' Sport and Tennis will be responsible to the Director of Sport for the proper discharge of his or her duties. These will include all aspects relating to the administration of a year-round coaching and training programme, planning a competitive and balanced fixture list, inspiring pupils to play sport both inside and outside school. This will be in addition to other duties in the Senior School, as reasonably requested by the Director of Sport and the Master. Further information on the post is attached.

Application Process

Candidates should submit the Application Form for Teaching Staff which can be found on the Job Vacancy link of the website (www.mcsoxford.org). To access [click here](#). This should be emailed together with a CV and covering letter of application to the Recruitment Officer, Mrs Sarah Hunter, (applications@mcsoxford.org). All documentation should be sent no later than **midday Monday 27th November**. The school's preferred method of communication is by email and it will not be necessary to send a hard copy of the documents by post.



We anticipate holding interviews in the week beginning **Monday 4th December** and will be in contact with shortlisted candidates by telephone.

The Department

The Sports Department at MCS has grown in recent years and is now one of the largest departments in the school. The department oversees the running of both the Games and Physical Education programmes from 7-18. The focus sports for the girls are hockey, netball, athletics and tennis. There is also a broad range of clubs and extra-curricular activities, which girls are encouraged to undertake.

The sports facilities are outstanding and include a superb sports hall, a refurbished gym and a dance studio in addition to a wide range of outdoor facilities. The school has 11 acres of on-site playing fields, which provide rugby pitches, cricket pitches and nets, football pitches and tennis/netball courts. We also have use of a number of off-site astro pitches including Iffley Road and Oxford Hawks facilities.

The department as a whole aim to provide a sporting option for everyone and to support every pupil in finding the sport for them and helping them make the most of their ability. Sport is a compulsory part of the girls' timetable and we actively encourage as many girls as possible to represent the school sports teams. Tennis is now one of the focus sports in the Trinity term with pupils playing from 11-18. There is great enthusiasm for the sport from pupils, parents and colleagues alike.

The Candidate

The successful candidate will be a suitably qualified individual, ideally with experience of coaching tennis to a high level, as well as netball, athletics and hockey. The Head of Girls' Sport & Tennis will also be expected to organise and plan the coaching programme of Girls Sport across all 3 terms. We currently field 3 hockey teams, 4 netball teams, tennis and athletics teams representing the school in a broad and competitive fixture list.

Tennis is one of the Trinity term focus sports and we have achieved great recent success. We finished 6th in ISL and 3rd at Schools Team Tennis - Senior Students in 2017, as well as regularly fielding 22 teams. The sport is played from the ages of 8-18 and there is keen interest in a number of pupils. Teams in the senior school play from U12 through to Seniors. We are looking to develop the quality of our fixture list as well as increase participation in the younger year groups. The candidate will work alongside our Tennis Professional, who currently leads our coaching programme. The planning of facility usage, competitions, fixtures and a year-round training programme are vital to the role.



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The ideal candidate should be an outstanding coach, display a high level of organisation mixed with enthusiasm for participation. It would be advantageous if the candidate has experience of either playing or coaching at a high level. Previous experience of coaching or teaching within an independent school will be beneficial, as well as an understanding of sport as part of a thriving extra-curricular provision. An ability to work alongside individuals from the Sports Department and provide support for coaches from the Senior Common Room is key, as well as communicating effectively to pupils, parents, staff and the local community.

Candidates short-listed for interview will be asked to teach an observed session when they come to the school. Further information on the observed session and documentation required will be provided with the invitation to interview.



Safeguarding Policy

Magdalen College School is committed to the safeguarding of pupils, and any offer of employment will be subject to an enhanced DBS disclosure, the receipt of satisfactory references, the school's pre-employment medical questionnaire, plus sight of relevant original ID documentation and degree certificate(s).

Additional Information

If you have any questions or require additional information, please contact the Recruitment Officer: 01865 253401.



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Benefits

MCS currently has its own salary scale, and salaries are substantially more generous than those in the maintained sector. The school subscribes to the Teachers' Pension Scheme, in which all teaching staff are auto-enrolled – there is, of course, an opt out, should this be preferred. Benefits are *pro rata* for part time staff. Please note that MCS is an inner-city school, with limited parking. Candidates who have been offered a post will be invited to make representations to the Usher (Senior Deputy Head) for a parking space.

Other Benefits

School fee remission for full-time staff sons and Sixth Form daughters who pass entrance tests for the school is currently 50%. Headington Girls' School currently allows full time staff daughters who pass entrance tests for the school a 20% remission. (Headington fee remission is only available to staff with an FTE of 50% or over).

All staff are entitled to the use of School sports facilities when available. A free lunch (when on duty) is provided in the Dining Hall during term time.

Michaelmas 2017