



# **PE TEACHER & SPORTS COACH**

**PREP SCHOOL (and Pre-Prep)**

**(Years 3 – 8)**

**from August 2020**

## **Rugby School Thailand**

Rugby School Thailand (RST), a co-educational day and boarding international school set in 80 acres of glorious Thai countryside south of Bangkok, very successfully opened its doors in September 2017 for 110 pupils aged 2 – 10 years. By September 2019, the School had grown to 670 pupils up to Year 13, including boarders.

The structure, school day and ethos of RST is based upon the British Independent School model, rather than the standard international school model. As such, the school has three sections: Pre-Prep (2-6 year olds), Prep (7 – 12 year olds) and Senior (13 – 18 year olds).

Rugby School Thailand is the first overseas sister school of Rugby School UK, one of the most prestigious and well-known schools in the UK. Rugby School Thailand shares Rugby School UK's DNA in every important respect. It is unique.

## The Prep School

The Prep School comprises 6 year groups: Year 3 – Year 8. There are currently 300 pupils in the Prep School, with boarding offered from Year 3. The maximum size of class is 18. The capacity of the Prep School is c. 400. The normal school day runs from 8 am to 5.50 pm.

The main Prep School building houses 4 science laboratories, 2 Music classrooms, 14 music practice rooms, 1 dance/drama studio, 1 theatre, 1 prep library, 2 ICT suites, 3 Art studios, 2 DT workshops, 1 Food Technology suite, and 3 indoor recreation spaces.

The Prep School academic curriculum draws from the best of the England & Wales National Curriculum, and the best of the British Independent Prep School approach.

Adjacent to the classroom buildings is a very large covered sports hall, extensive playing fields, tennis courts and a 25m swimming pool. Beyond the swimming pool is the junior dining hall and the prep boarding accommodation.

## Sport

Rugby School Thailand is blessed with a campus and sports facilities that are second to none. The School's ambitious aim is to become one of the top sports schools in Asia. We aim to provide top level coaching for all pupils - from young beginners, to those who are capable of competing at national level.

Sport, therefore, is integral to the normal school day. Coaching starts with the younger Pre-Prep pupils, and the Prep School pupils have the opportunity to play sport every day and to compete in House and School matches.

A second sports hall will be completed by August 2020. It is a fully air-conditioned, Olympic standard sports facility with 4 full-sized basketball courts, tiered seating for spectators, an extensive fitness training suite with over 50 training machines, a spinning studio, a group exercise studio, a 57 metre track and torque-tank, a 50 metre Olympic-standard swimming pool and an additional 25 metre warm up / training pool.

## Job description

The successful applicant's teaching of PE and coaching of sport will focus upon the Prep age group (7 - 13 years old). There will also be some sports coaching in the Pre-Prep School (2 -6 year olds).

The Prep Sports Department has 4 PE specialists, 3 swimming specialists, and additional coaching support from many teachers with coaching experience and qualifications. The job description should be read and understood in conjunction with the Staff Handbook and the teacher's contract.

#### **As PE teacher...**

- Support the Director of Sport in developing and delivering an outstanding Prep and Pre-Prep sports coaching programme
- Coach PE and sport as part of timetabled PE lessons and as part of the Games programme
- Contribute as appropriate to the extra-curricular and pastoral life of the school
- Promote sport throughout the school and within the community by assisting with special events for the children, parents or both.
- Coach team games as part of the evening and Saturday morning sports programme
- Coach sports teams and manage teams at matches, home and away
- Assist in the organisation and maintenance of efficient, accessible and tidy storage of all sports equipment.

#### **General School Responsibilities**

- Maintain an appropriate professional manner at all times and support and foster the aims of the school.
- Familiarisation with the contents of the Teaching Staff Handbook, including the school's aims and policies, following closely the guidance provided in these documents.
- Be aware of and comply with the School's rewards and disciplinary policies.
- Be familiar with the school's health and safety guidance and be mindful of the health and safety of all members of the school community.
- Carry out such duties, including cover for absent colleagues and examination invigilation, as are allocated by the Senior Leadership Team punctually, efficiently and in accordance with the guidance in the Teaching Staff Handbook.
- Be aware of and act upon all policies regarding the safeguarding of children
- Promote pride in the School among the pupil body through high standards of dress, behaviour, manners, respect for others and property and general attitude
- Cover for absent colleagues as requested
- Attend school assemblies.
- Attend staff meetings, parents' evenings, Speech Day and similar important functions out of school hours; be willing to accompany school trips.
- Ensure the subject classroom or teaching/coaching space is kept in a reasonable state of tidiness, and make it an attractive working-place with displays of children's work and stimulus material that are all changed according to the school's display policy.

- Attend relevant in-service training each year, after obtaining the consent of the Prep Head.
- Carry out supervisory duties as arranged by the Prep Senior Management Team
- Support the pastoral care policy of the school as Form Tutor, Personal Tutor, or House Tutor.
- Attend school lunch and take a table.
- Contribute to the Activities programme according to experience and qualifications.

In addition to the above, and subject to commitments as PE Teacher, and subject to experience and qualifications, the successful candidate may teach an academic subject to the younger age groups with the Prep School.

The member of staff will also be required to carry out any other duties that the Headmaster might reasonably request from time to time to facilitate the smooth running of the school.

## **BOARDING RESPONSIBILITIES**

As a school with boarders, RST teachers run an evening and weekend programme of learning enhancement, activities and trips.

All members of the prep teaching staff will contribute to this programme according to their areas of interest, experience and expertise, and according to their other school commitments.

Typically a member of staff will offer one evening duty/activity per week, and one Saturday morning activity per term. The overall work load of each member of staff will be adjusted fairly to take into account any additional evening and weekend commitments.

## **Person Specification**

### **Personal Qualities**

- Enthusiastic with a sound understanding of UK best practice
- Flexible and adaptable
- Proactive in all aspects of School life through participation and support
- Creative and innovative across and beyond the curriculum
- Able to work successfully under pressure with excellent organisational skills
- Reliable and respectful at all times
- Able to present a professional image in line with the high expectations of Rugby School Thailand
- An effective communicator both orally and in writing
- A confident and competent user of IT in the classroom and for administrative

purposes

## Formal Qualifications/Experience

### Education Attainment

Essential      University degree from a recognised academic institution  
Teaching Qualification from a recognised academic institution

### Knowledge and Experience

Essential

- At least 1 year's sports coaching experience of Pre-Prep / Prep School age groups

Desirable

- Knowledge of the UK prep school system
- Knowledge of international education
- Experience within a UK Prep school
- Experience within a UK boarding school
- Experience and success as a coach of some or all of the following sports: football, basketball, swimming, rugby, touch-rugby, tennis, athletics, golf, badminton, volleyball, cricket

## Remuneration Package

The successful candidate will be appointed on an initial 2 year contract and will need to complete a successful probationary period.

Salary and benefits are competitive and will be commensurate with the responsibilities of the position and the size of the School.

A highly competitive expatriate package includes:

- annual bonus
- fully furnished accommodation suitable for singles or families throughout the contract (if recruited from overseas).
- flights at beginning and end of contract (including family)
- annual flight allowance
- private health insurance (10% co-pay)
- 100% fees remission for 2 children, 50% remission for 3rd + children
- relocation allowance
- free basic wi-fi

## Application Process

**Closing Date** (please note that longlisting begins before the deadline for applications):  
Saturday 1<sup>st</sup> February 2020  
...though earlier applications are encouraged.

Given the large number of applications we receive for each post, only longlisted applicants will be contacted.

**Interviews:**

Longlisted candidates will be interviewed on a rolling basis. Interviews will be held either at the Rugby School Thailand campus or via video link.

Please send a covering letter (no more than 1 side of A4), a recent photograph and a completed application form to the Head of Prep, Nigel Westlake, at [prepcareers@rugbyschool.ac.th](mailto:prepcareers@rugbyschool.ac.th) by the closing date.

An application form can be found on our TES job website or on the Rugby School Thailand website: <https://www.rugbyschool.ac.th/careers/>

If you have further questions, please email Nigel Westlake at [prepcareers@rugbyschool.ac.th](mailto:prepcareers@rugbyschool.ac.th).

**Qualifications, Identification, Health and Background Checks**

Please note that you will be required to bring documentation to interview providing proof of your identity and qualifications. You will also be required, within the final appointment process, to undergo a health check and relevant background checks (e.g. International Child Protection Certificate and a local police certificate) as part of the school's recruitment and safeguarding procedures.

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