**JOB DESCRIPTION**

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| **Location** | Dulwich College Suzhou | | |
| **Department** | PE | | |
| **Position/Job Title** | Director of PE | | |
| **Reporting to** | Head of College | | |
| **Liaison with** | College Leadership Team | | |
| **Date Reviewed** | 17/02/2021 | | |
| TEACH **WORLDWISE**  Dulwich College International is **One Family of Schools** focused on ensuring every student achieves his or her very best in school and life beyond, which is why all our students **Graduate Worldwise,** ensuring they are prepared for a future that is uncertain. To guarantee this experience for all our students, we look to recruit and enhance the very best practitioners in education so that, with us, they continue to develop as **Worldwise Teachers**. Our teaching and learning is grounded in the *Dulwich Learning principles*.   |  |  | | --- | --- | | **A Worldwise Teacher** believes in: | | | * Responsive teaching that creates personalised learning and student mastery. * The strength of diversity and the power of empathy. * Positive and constructive communication to foster purposeful relationships with all stakeholders. * Nurturing professional collaboration to develop both individual practice and learning across the school community. * Embracing the opportunities provided by working in an international context and being open-minded to different people’s perspectives. | * Schools being dynamic environments that require cognitive flexibility. * Modelling lifelong learning through regular engagement with professional learning activities that inform and develop best practice. * Seeking honest, open, professional dialogue to support reflective practice. * Embracing and promoting the ethos, policies and practices in the school. * Modelling a positive commitment to the wider life of the school by fully engaging in its service learning and ECA/CCA programmes. |  |  |  | | --- | --- | | **A Worldwise Teacher** has the skills to: | | | * Appreciate the international context of our students and demonstrate respect for diverse languages and intercultural competencies. * Ensure teaching is grounded in positive student relationships and promotes active learning. * Enthusiastically empower agency so students have voice, choice and autonomy in the learning process. * Inspire learning by providing an engaging learning environment aligned to students’ needs and interests. | * Remain flexible and responsive to the personalised needs of each student. * Accelerate student progress with focused, personalised and effective feedback. * Ensure teaching draws on a variety of resources and technology to meet student needs. * Promote school-wide wellbeing, safeguarding, health and safety. * Model the positive values and behaviours of the Dulwich College International community. | | | | |
| **Our Pillars, Our Values** | | | |
| WORLDWISE | | | |
| * We build bridges to the world to make a positive difference * We care for one another, our communities and our planet * We are connected * The future is always one step ahead yet we are already equipped with the skills, courage, compassion to navigate it with confidence | | | |
| STUDENTS COME FIRST | | ONE FAMILY OF SCHOOLS | PIONEERING SPIRIT |
| * I put students at the heart of my decisions * I listen to student voice and it is reflected in my practice * I challenge myself to constantly do better | | * I put the team’s success ahead of my own * I partner across our Group to create new ideas * I build trusting, respectful relationships | * I find creative ways forward * I seek out diversity of thought to inform rich insight * I turn ideas into actionable solutions |
| **Brief Overview of Role** | The Director of Sport is responsible for leading the development of sport and PE across all three schools from age 2 – 18. They have overall responsibility for sporting events and activities within and external to The College as well as supervising the lead teachers involved in the day to day academic work of the department. They will be a member of various Teams and Committees. The Director of Sport will teach up to 16 lessons. | | |
| **Responsibilities** | All teachers are subject to the conditions of employment set out in their Teaching Contract. This details the professional and particular duties required of teachers, together with benefits provided by the College.  The duties of Director of Sports at Dulwich College Suzhou are as follows:  **Learning and Teaching**   * Ensure the best possible quality of learning and teaching within the department  * Work with the teachers in charge of the PE curriculum in DUCKS, JS and SS PE to ensure challenging targets are set for departmental improvement plans * Carry out regular learning reviews and an annual departmental review  * Ensure a healthy balance of sport and academics on the timetable  * Develop student leadership in both the playing and officiating of sport   **Community**   * Provides leadership and vision for sport across The College with a particular focus on leadership of large sporting events  * Provide leadership for the annual Sports Awards Dinner to showcase the department and its achievements  * Be the first point of contact for other schools and organisations who wish to be involved in sport at DCSZ   **Facilities and Equipment**   * Advise the Operations Manager and other leadership staff where appropriate about potential health and safety issues  * Contribute to The College Development Plan in the area of sports facilities  * Ensure up to date records of equipment and team kits are maintained  * Ensure the correct storage and maintenance of all equipment, supplies and uniforms   **Financial and Budget**   * Develop the annual departmental budget in line with SIP priorities  * Monitor the departmental operational and capital budget allocations     **Health and Safety**   * Ensure compliance with school safeguarding policies  * Ensure staff are aware of student needs and best practice in PE and sport  * Ensure policies relating to injuries and accidents in PE are adhered to and monitored for necessary action   **Personnel**    * Coordinate the work of PE and sport across The College  * Supervise and evaluate all departmental staff  * Conduct the annual induction of new staff   **Services**    * Organise and direct all tournaments and major sporting events  * Represent The College at FOBISSEA, ACAMIS and other international, national or local associations  * Coordinate the annual sports calendar for approval by the CLT   **Other**    * Show leadership through action and example    Ensure sports and PE events and programmes are well represented on the school website  **Safeguarding**   * Ensure that safeguarding, health and safety, and all other College policies are known, understood and embedded into practice | | |
| **Person Specification** | | | |
| **Personal Quality** | * Passionate about working with children and an ability to engage them in the process of learning * Ability to listen to others (children, parents and colleagues) always showing respect for their ideas * An understanding and excitement about working with people from all around the world * Patience and flexibility in the work place, always showing willing to try new things * Ability to proactively solve issues that arise * Ability to communicate effectively and positively with everyone in the school community | | |
| **Education** | * Qualified teacher status * Evidence of continuing professional development | | |
| **Skills and experience** | * Good interpersonal skills * Excellent oral and written communication skills * Excellent organisational skills * Ability to make decisions and use initiative * Creative thinker * Excellent classroom practitioner * Experience of management a subject preferred but not essential | | |
| *Dulwich College International is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment practices which are aligned to the recommendations of the International Task Force on Child Protection. We hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.* | | | |
| **Acknowledgement**  **(Employee’s Signature)** |  | | |