



JOB DESCRIPTION

GOLF COACH

Job Title:	Golf Coach
Line Manager:	Head of Sport

Outline

First and foremost, our teachers and staff genuinely love working with young people; they help them to excel academically, support them pastorally, and they go the extra mile, seeing teaching as a vocation. They inspire our students through a genuine passion for learning and a desire to lead them towards outstanding academic outcomes.

This role is to coach golf to groups and individual students both within the curriculum and as part of the wider enrichment programme.

Our teachers embrace a high degree of integration between their personal and professional lives; and relish being part of a full boarding community, giving willingly of their time. They also understand and embrace the challenges of a start-up school and mountain-based life, and enjoy living and working in this kind of environment.

Duties and Responsibilities

- Lead the Golf Academy Programme which will include the planning and delivery of sessions, organisation of equipment, reservations, facilities, internal staffing and occasional external coaching as well as the quality assurance of sessions.
- Coordinate with Appikogen Golf Club and other partners to ensure the continuation of a positive professional working relationship and to maintain access for student athletes.
- Design and update a comprehensive Golf Plan that strategically maps the provision across the school over time.
- Manage the implementation and development of all competitive golf across the morning, after school and weekend enrichment programme.
- Organise and manage a balanced golf fixtures schedule that provides a breadth of competitive sporting opportunities for students of all ages of the school including a range of both home and away competitions.
- Organise the schedule, transport, staffing and safety documentation for all golf fixtures and sports tours.
- To ensure that mandatory documentation is in place (Risk Assessments, safety procedures) for the golf sports offer and is shared with relevant staff and regularly revisited and updated.
- Teach all aspects of the game of golf
- Develop and evaluate player performance.
- Conduct and supervise all practices.
- Schedule and attend all competitions.
- Ensure students comply with all school policies and procedures at all times
- Arrange special meals with campus food service when games interfere with the regular dining schedule.
- Assist with maintenance and updates to the sports/golf portion of the website.
- Coordinate maintenance of golf program equipment.
- Coordinate and supervise golf fundraisers
- Appropriately manage, in cooperation with the Head of Sport and Assistant Head Enrichment, the golf budget.
- Appropriately manage the sport scholarship for golf.
- Supervise and assist student-athletes in community outreach and service projects.
- Maintain correspondence files.
- Perform other related tasks as assigned by the Head of Sport or Assistant Head Enrichment

Other Responsibilities

- Undertake other reasonable duties as requested by members of the Senior Leadership Team and any duties that the Head deems necessary for the effective operation of the school.

Personal Specification

QUALIFICATIONS: Fully qualified with an Undergraduate degree, or a Bachelor's degree. PGA (Professional Golfers' Association) certified.

EXPERIENCE: A sustained period of coaching experience in a school or golf club setting, preferably with experience of coaching children.

COMMITMENT TO TEACHING: All Harrow schools are academically rigorous. Our staff need to be comfortable guiding highly able students, supporting their progress to the world's best universities.

COMMITMENT TO BOARDING: Harrow Appi is a full, seven-day boarding school – all students will board, and all staff will be resident on-site or close to the school. All academic staff will be fully involved in boarding, including evening and weekend duties and residential visits. A passion for educating the whole child is essential.

ENGLISH LANGUAGE ABILITY: Harrow Appi is a British international school; the language of instruction and inclusion is English. Appointment will require fluency in English.

DIGITAL CAMPUS: Our teachers must be fully committed to the digital culture of the school and be able use new technologies through innovative, future-focused methodologies.

COMMITMENT TO HOLISTIC EDUCATION: Learning at Harrow Appi will take place in classrooms and in the great outdoors. We need teachers who will thrive in a mountain school environment, in rural Japan.

In addition, our teachers demonstrate:

- Evidence of relevant and challenging continuing professional development.
- A high level of professionalism and consideration of the well-being of children.
- Respect for all members of the community, irrespective of position, gender, age and ethnicity.
- Previous experience working with students for whom English is not their first language.
- A positive, resilient and solution-focused attitude to working life.
- A flexible approach and a willingness to get involved wherever needed.
- A commitment to safeguarding and to promoting the welfare of children and young people.
- A clean police record (reported via the International Child Protection Check from the UK or appropriate police and other checks from relevant countries of residence/work, for applicants who have never worked in UK) and no issues regarding suitability to work with children.

Education is ever-changing and all staff are expected to participate constructively in school activities and to adopt a flexible approach to their work. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The post holder will be expected to comply with any reasonable request from the line manager to undertake work of a similar level that is not specified in this job description. This job description may be amended at any time following discussion between the line manager and member of staff, and will be reviewed annually during the appraisal process, and will be varied in the light of the business needs of the school.