**THE KING’S SCHOOL, CANTERBURY**

**JOB DESCRIPTION: Assistant to the Games and the Physical Education Department**

**REPORTING TO:** The Director of Sport

**PURPOSE OF JOB:**

To assist the Games Department in delivering an effective, efficient and educational teaching and coaching of pupils. They will have specific emphasis in their specialist area, but still adding to the wider ethos of the Games programme.

**KEY RESPONSIBILITIES:**

**Games Department**

* Coaching games as advised by the Director of Sport on all practice and match days
* To assist the master i/c of their sport in specialist coaching both in the main term and any extra tournaments/competitions, pre-season trainings etc...
* Accompany any pupils to county or regional trials as advised by the Director of Sport

**Physical Education Department**

* Assist the Physical Education Department in the effective delivery of the PE programme, as directed by the Head of PE.

**Second Subject (where relevant)**

* Assist the relevant department delivering effective and high quality lessons as directed by the Head of Department.

**Pastoral**

* Undertake day and evening duties in a boarding house as part of a House tutor team under the supervision of a Housemaster or Housemistress, to include late night lock ups on 2 evenings a week.
* Have a willingness to help out with administrative tasks on occasion as required by the school.
* Appreciate the requirements of a busy boarding school, which will include a commitment to Saturday matches and other week-end activities, as well as some school supervision duties during the term (as carried out by teaching staff) and an involvement in the wider co-curricular programme.

**WORKING RELATIONSHIPS:**

This post will work extensively with the Director of Sport, The Head of Physical Education and the Master’s in Charge of their activity. The post (for the right candidate) is residential and will include some boarding duties and a commitment to the wider life of this thriving boarding school.

**TRAINING:**

The cost of any training deemed necessary to fulfil this role, together with any reasonable expenses (which must be approved in advance by the Deputy Head Pastoral), will be borne by the school.

**CHILD PROTECTION:**

The postholder’s responsibility for promoting and safeguarding the welfare of children and young persons from whom s/he is responsible, or with who s/he comes into contact will be to adhere to and ensure compliance with the school’s Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the postholder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the School’s Child Protection Officer or to the Headmaster (if different).