

Leading Possibility...

Physical Education Technician

Location: RLS, Dubai

Reporting to: Head of Physical Education

About RLS

At Rashid and Latifa School Establishment (RLSE), our people are at the heart of everything we do. Our pioneering "People Policies" create the happiest place to work, aligning ourselves with the Sheikh's vision of "a future that belongs to those that can imagine it" His Highness Sheikh Mohammed Bin Rashid Al Maktoum, Vice President and Prime Minister of the UAE and Ruler of Dubai.

Rashid and Latifa School (RLS) was created as a unique entity by Royal Decree and is committed to providing world-class education in Dubai to **inspire future leaders of the UAE and beyond**. We seek to employ aspirational professionals who are fully engaged with the school's vision: **to nurture futurists and visionaries who contribute globally as courageous and empathetic leaders, igniting a mindset of possibility.**

Our Principles

An education like no other to nurture:

- **Culture:** Passionate and proud UAE leaders
- **Wellness:** Kind, healthy and empathetic leaders
- **Play:** Curious, inquisitive and courageous leaders
- **Innovation:** Inventive, enterprising and creative leaders
- **Community:** Ethically informed, responsible global leaders

Once you step into Rashid and Latifa School (RLS), prepare to embark on a captivating journey where the rich tapestry of culture seamlessly intertwines with the cutting-edge world of innovation, shaping future leaders who honour tradition in a rapidly changing world.

Rashid and Latifa School is more than just a school. It stands today as a transformative force, ready to serve the UAE and beyond, where dreams are nurtured, and future leaders are forged.

What we offer

We offer a supportive and collaborative work environment, where your contributions are valued and recognised. In addition to opportunities for professional growth and development, we provide a competitive salary and benefits package.

Rashid and Latifa School (RLS) is committed to being a diverse and inclusive workplace and welcomes applications from all candidates who meet the job profile.

We are committed to safeguarding the welfare of all children. As an establishment, we recognise our responsibility to take all reasonable steps to promote safe practice and protect children from harm, abuse, neglect and exploitation. Our safeguarding infrastructure

will ensure best practice is followed and therefore applicants will be subject to rigorous checks and our interview process will prioritise safeguarding.

As part of our application process, we will ask you to provide details of your full employment history and at least three professional references for the past 10 years (including current Head of School or organisation), which will be verified during the interview process. Please ensure you have a copy of your passport, birth certificate, attested educational certificates, police check for every country where you have lived and experience letters for the past 10 years.

Department: Academic

Reporting to: Head of Physical Education

Main Purpose

We are seeking a PE Technician who will play a vital supporting role within the Physical Education and Wellness Faculty, ensuring that all lessons, extracurricular activities and school sports events are delivered safely, efficiently and to the highest standard. The technician provides logistical, technical and administrative assistance to PE staff, maintains facilities and equipment and contributes to the school's wellness and sustainability vision.

Responsibilities

- Set an exemplary tone for the RLS community through modelling the school's Purpose, Principles, Practices and Values
- Prepare and set up sports equipment and teaching materials for PE lessons, fixtures and events in line with daily timetables
- Assist PE staff with the smooth running of lessons, including managing transitions between activities and ensuring safety procedures are followed
- Small group or individualised teaching in collaboration with PE Teacher
- Support the delivery of extracurricular activities such as sports clubs, tournaments, swimming galas and sports days
- Record and monitor the use of resources, ensuring that all equipment is available, functional and ready for lessons
- Maintain, clean and safely store all PE and sports equipment, conducting regular checks to ensure quality and safety standards
- Assist with the maintenance of gymnasiums, sports halls, fields, courts, swimming facilities and changing areas, reporting any defects promptly
- Manage the equipment inventory system, keeping accurate records of stock levels and procurement needs
- Help organise and set up inter-house and inter-school competitions, including logistics for transport, refreshments, scoring and first aid arrangements
- Assist with the technical setup for digital scoring, video recording and timing systems
- Support visiting schools and teams to ensure RLS hospitality and safety standards are met
- Follow and promote the RLS Safeguarding, Health & Safety and Child Protection policies at all times
- Ensure that all equipment is used correctly and safely by students and staff
- Maintain first aid supplies and support emergency response procedures during lessons and events

Commented [SB1]: @Ciaran Doyle do you want to add something in there regarding small group coaching at the direction of a PE teacher?
Otherwise looks very comprehensive. Thank you

Commented [CD2R1]: Have added this point



- Promote wellbeing and safe physical activity practices in line with the RLS whole-school wellness strategy
- Support teachers with basic data entry for attendance, assessment and fixture results
- Assist with communication and coordination for events via school systems and platforms
- Help manage digital sports records, photos, and displays to celebrate student achievement

Essential Qualities

- A diploma or equivalent qualification in Sports Science, Physical Education or a related technical field
- Experience in supporting sports, PE or fitness environments (e.g., schools, clubs or recreation centres)
- Knowledge of sports equipment maintenance and safety standards
- Strong organisational and multitasking skills with attention to detail
- Competence in using digital tools and data systems
- Basic first aid certification (or willingness to obtain)

Desirable Qualities

- Experience working in an international school or bilingual environment
- Coaching certifications in specific sports or swimming
- Ability to communicate effectively in English and Arabic
- Familiarity with UK curriculum requirements for PE and school sport

Personal Qualities

- Set an exemplary physical activity focussed tone for the RLS community through modelling the RLS Purpose, Principles, Practices and Values and inspiring students to ensure the development of positive relationships with sport, physical activity, and healthy lifestyles
- Maintain high standards of ethics and behaviour and observe proper boundaries appropriate to their professional position
- Treat all colleagues and stakeholders with dignity, building relationships rooted in tolerance and respect for the rights and beliefs of others
- Demonstrate a positive professional attitude and commitment to Rashid and Latifa School Establishment (RLSE) Purpose, Principles, Practices and Values and well as adherence to all RLSE Policies and Procedure.
- Gives freely and generously of time, contributing to RLSE success, whole school development and community
- Enthusiastic, reliable and proactive team player
- Positive attitude with a strong sense of responsibility and initiative.
- Kind, respectful, and committed to the wellbeing and safety of students.
- Physically active with a practical approach to supporting physical education.

- Embraces innovation, sustainability and community engagement aligned with RLS values

