



CATERHAM  
SCHOOL

## Director of Netball

### Appointment Brief

Closing date: 9am Tuesday 23 April

*One of the top co-educational schools in the country*



A photograph of the entrance to Caterham School. A large, ornate metal archway spans the entrance, featuring the school's crest and the text 'CATERHAM SCHOOL' and 'FOUNDED 1861'. Below the archway, a large, multi-story brick building with a red-tiled roof and white window frames is visible. The sky is blue with scattered white clouds.

# The Department

Caterham School has an excellent reputation as a netball playing school and intends to appoint an inspirational Director of Netball to build on the success we have enjoyed over recent years. The role of the Director of Netball will be to drive the development of Netball as innovatively as possible across the school, encouraging maximum participation, enthusiasm and breadth of opportunity. It will also be essential to create an inclusive coaching structure which engages with all abilities and supports high performance athletes. In addition, the Director of Netball will have strategic oversight of the development of the Caterham School Netball Academy which has a growing reputation as a centre of excellence, with strong links and pathways through to regional and national representation.

The successful candidate will also have the opportunity to be coach of the Surrey Storm Academy at Caterham School, which is the first tier of the Performance Pathway. Surrey Storm are the leading netball franchise in the South East and one of the leading franchises in the country.

## **HOURS OF WORK**

This is a full time, year around role with 5 weeks paid annual leave plus bank holidays. It is expected that more hours will be required in the September to April season than in May to August but hours will be an average of 40 per week. It is expected that 6 weeks of the School holiday periods will be working weeks for school holiday camps.

Working hours will include some evenings and weekends.

# The Role

## SUMMARY OF RESPONSIBILITIES AND DUTIES

### School

- Deliver hands-on coaching of all abilities and provide specialist coaching clinics for players across all age groups.
- To work closely with the Director of Sport and Assistant Directors of Sport to develop a strategy for taking netball at the School to an even higher level.
- Enhance the reputation of the School for fair play, good behaviour and hospitality;
- Maintain and enhance the current standing of Caterham in the Schools' game;
- Continually evaluate the success of the Netball Programme;
- Induct new coaches with regard to practice times, matches, facilities and equipment and the expectations with regard to standards of discipline, performance, kit, health and safety, risk and hazard assessment, and hospitality;
- Keep updated, and preferably one step ahead of the opposition, in all aspects of training, coaching, umpiring and playing;
- Make sure that the school has the necessary equipment for netball;
- Manage the netball budget as agreed with the Director of Sport and Bursar;
- Administer appropriate procedures as and when required, particularly with regards to the recording of injuries in both training and matches;
- Review the netball section of the Caterham Sport Development Plan and Coaching Handbook and implement changes as and when required;
- Review Health and Safety procedures and implement changes as and when required;
- Liaise with the Health Centre to ensure medical supervision of all matches;
- Prepare players for Representative Honours;
- Oversee the ordering of playing kit for each season;



# The Role (continued)

- Communicate with the Director of Sport when clashes regarding demands on a particular player's time occurs;
- Organise regular tours, both domestic and international.
- Create and manage a balanced fixture list for girls' games.
- Liaise with colleagues in other areas the School to ensure catering and transport requirements are in place for the sporting fixtures and events you organise.
- Enter all fixtures into SOCS organise transport to fixtures;
- To liaise with the Principal Deputy Head regarding 'out of class' requirements, having tried to minimise this whilst at the same time producing a balanced fixture list;
- Celebrate the school's netball successes and use it as a vehicle to market the school effectively using outlets such as Twitter and Instagram;
- To confirm all matches and arrangements at least one week in advance and communicate the details to the following stakeholders; staff, Reception, Health Centre, Ground Staff, Website, [www.caterhamschoolsport.com](http://www.caterhamschoolsport.com), Director of Co-Curricular, Senior Deputy Head;
- To act as the technical coach (netball expert) for Caterham School teams as well as being involved in taking a variety of age group training sessions and fixtures throughout the Autumn and Spring Terms;
- To inspire pupils of all abilities and also respecting and valuing the different experiences, ideas and backgrounds others can bring to the development of team and individual capability.
- Any other duties that fall within the reasonable scope of the role as requested by the Director of Sport.



# The Role (continued)

## Netball Academy

- To report to the Surrey Storm Performance Pathway Manager and help to deliver Surrey Storm's goals for the Surrey Storm Academy at Caterham School.
- To coach the Surrey Storm Performance Pathway players one evening per week and undertake the administration to support this coaching.
- To develop junior and youth netball in the East Surrey, Croydon, West Kent and South East region through weekly coaching evenings and school holiday camps held at Caterham School.
- To undertake the necessary administrative tasks and marketing to make evening and holiday coaching activities successful. To coach at local prep schools and junior schools where this can be dovetailed effectively with Caterham School coaching. At all times, be a positive ambassador for Caterham School.
- To actively promote netball umpiring and coaching awards using Caterham School as a centre for coach and umpire development.
- To develop a strong brand for the Caterham School Netball Academy.
- To agree and meet annual net income targets for the Netball Academy in conjunction with the School's commercial activity plans.
- To work collaboratively and supportively with colleagues within the School, Surrey Storm, and with colleagues in other organisations.

## Community Outreach

- Work collaboratively with other academy managers at Caterham School and the Senior Teacher (Social Responsibility & Engagement) to promote the community outreach programme and encourage participation in Academy events and activities with an aim of getting more children, from all backgrounds, playing netball.



# The Role (continued)

## **PERSON SPECIFICATION, SKILLS & ABILITIES**

- An ability to engender an inclusive ethos in Netball, whilst recognising and catering for exceptional performance.
- An ability to support and advise the staff who teach Netball and mentor them to develop as coaches.
- An ability to maintain the profile of Netball both within the School and beyond.
- An experienced leader, able to command respect from his/her peers, the children and the parents.
- Forward-looking, dynamic and strategic in outlook, with the ability to generate ideas and drive change
- A strong communicator and a good listener able to engage with staff.
- A strong sporting background, with proven experience and expertise in the coaching and management of Netball.
- An individual who possesses charisma, enthusiasm and ambition.
- A motivated individual able to work on own initiative.
- A reliable and enthusiastic individual with a flexible approach to work.

- Experience of playing or coaching netball at a high level is essential.

## **EXPERIENCE**

- Proven record of sports development.
- Working in a team environment, planning and delivering practice sessions.
- Working in a one to one basis by building relationships and trust between player and coach.
- Working with schools, planning and delivering sessions for groups of children.
- Delivering courses for various age groups, continually looking to progress their skills.
- Ability to deliver inset days to teachers and provide coach education.

## **QUALIFICATIONS**

- It is essential to have Netball Level 2 Qualification or similar.
- A Netball Level 3 Qualification would be a distinct advantage as well as relevant playing and/or coaching experience.



# The School

## One of the top co-educational schools in the country

Caterham School is one of the leading co-educational HMC schools in the country. We are committed to providing an environment in which all pupils are challenged to be the best they can be and one in which pastoral care and wellbeing underpin academic, co-curricular and sporting excellence. The majority of our pupils are day pupils but we are also a thriving boarding community, which enriches the educational opportunity and experience for all.

We believe in providing an education for life for all Caterhamians and we seek to ensure that the learning experience at our school blends the best of tradition with the exciting opportunities provided by new technology. Learning how to learn is a key facet of a Caterham education and is in our view an essential skill for life in the twenty-first century. We believe that a truly excellent school is about more than academic achievement alone: it is also about developing a passion for learning, a capacity for independent and critical thinking, self awareness and resilience, self confidence without arrogance and genuine interests that extend beyond the confines of the classroom.

At Caterham School we focus on developing the whole person, aiming to ensure that each pupil leaves here ready for the challenges of life at university and beyond and understanding their responsibilities towards others. We want our pupils to leave Caterham well equipped to engage positively with a rapidly changing world as accomplished problem solvers and innovators,

confident in their ability to lead and with a clear appreciation of and respect for the views and potential of others. In so doing we remain true to our founding Christian principles and values.

All round the campus you will see signs of our confidence in the future with our modern Sports Centre and all-weather pitch, recently refurbished boarding accommodation, new assembly hall and theatre, and state of the art IT facilities. In 2008 we built a new North Wing to provide improved facilities for Sixth Form pupils and new facilities for the Health Centre. In 2013 we added two more science labs to bring the total to fifteen. All this situated on 200 acres in the beautiful, wooded Harestone Valley.

Caterham School enjoys an enviable reputation for producing highly successful individual and team performances in a wide range of sports.

Excellence is pursued wholeheartedly (with many pupils achieving county, national and international representative honours), but the aim is also to cater for every pupil, at his or her own level of ability and enthusiasm.

The co-curricular programme is extensive and covers a wide range of activities including, but not limited to: music, drama, dance, Duke of Edinburgh's Award, languages, circus club, science, outdoor pursuits, go-karting, kit car club, chess and Warhammer.



# The Application Process



Please complete the application online via the school website at:

<http://www.caterhamschool.co.uk/about/careers/teaching-vacancies>

If you have any questions or queries, please contact Sonya Flaherty, HR Administrator, [hr@caterhamschool.co.uk](mailto:hr@caterhamschool.co.uk) or call 01883 343 028.

The closing date for applications is 9am Tuesday 23 April 2019

The School reserves the right to appoint at any stage of the recruitment process; early applications are encouraged.

Caterham School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an enhanced DBS check.

[www.caterhamschool.co.uk](http://www.caterhamschool.co.uk)

INSPIRING EDUCATION FOR LIFE



# Benefits

We pride ourselves on the best support and care for our academic and bursarial staff – a school is only as strong as those working within it. As such, our staff enjoy a range of benefits and enjoy the strong sense of community that pervades the School.

## **Continuous Professional Development**

All staff have access to generous professional development training as part of the School's performance management process. The focus at Caterham School is on encouraging and supporting individuals to continue to grow their skills to provide the finest teaching and learning for our students.

## **Counselling and Legal Advice Service**

A free, confidential 24 hour telephone service available 365 days per year.

## **Fee Remission**

Discount available on school fees. Please contact the HR department for full terms and conditions.

## **Pension Scheme**

Teachers Pension Agency Scheme or Legal and General Stakeholder scheme.

## **Subsidised Sports Centre Membership**

Subsidised Membership to Caterham School's Sports Centre with extensive fitness suite, 25 metre indoor pool, sports hall and programme of fitness classes.

## **Free meals whilst on duty**

Includes breakfast, lunch and dinner during term time, and where available during the school holidays.





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