



Emanuel School

Head of Athletic Development

The role

This is an exciting opportunity for a suitably qualified individual to play a pivotal role in the management and delivery of Emanuel School's athletic development programme.

Working as part of an interdisciplinary team of PE staff, specialist coaches, physiotherapists, and medical staff, you will manage the day-to-day delivery of sessions, while contributing to the growing culture of athletic development throughout the school.

You will ensure that high quality sessions are delivered in a manner that is appropriate to the age and stage of pupils, while overseeing the efficient communication of pupil progress to the various directors of sports and team coaches.

The school's performance sports are Netball, Cricket, Football, Rugby, Rowing and Hockey, and a candidate with an interest in a broad range of sport would be well suited to this role.

This is a full-time position on a fixed term contract to the end of the school year (4th July 2025), with a longer-term role to be explored before the conclusion of this period for the right candidate. The salary for this role is £30,000 per annum, pro rata.

About you

In addition to experience working with youth athletes, you will possess a MSc in strength and conditioning or, you may already have a UKSCA accreditation. You'll bring an ambitious and energetic approach to your work as a strong relationship builder. Effective communication and organisational skills will be essential, along with an ability to be creative and forward thinking, as we continually strive for progress in delivering a market leading support system within sport.

Working at Emanuel

There is always a buzz at Emanuel, with sport being a focal point of school life. All of our academic staff contribute to our sporting programme, alongside our experienced team of PE teachers and sports coaches. Colleagues enjoy their work and, like the pupils, are ambitious for the school. With a weekly staff briefing, half termly staff meetings, termly consultative group meetings and a common room committee, all of us are engaged in a lively ongoing dialogue about the school's aims and aspirations.

Everyone works hard here, and anyone joining us should expect to do the same and share our commitment to the highest standards. At the same time our ethos remains



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unpretentious, kindly and practical, and there's a strong sense of community and friendship at the school.

We aim to look after our staff well: we have an appraisal scheme with a focus on employees' professional development; we sponsor postgraduate courses and a range of training opportunities; we offer a healthcare plan via Simply Health that includes counselling and medical support; and we're committed to supporting staff wellbeing. Financially, all staff benefit from good pension provision and free lunches.

For further information please see the job description included below.

To apply for this position, please send a copy of your CV along with a cover letter to Sam.Lavery@Emanuel.org.uk

The closing date for applications is Tuesday 7th January 2025.

Do note that interviews may be held at any stage after applications are received, so candidates are advised to apply as soon as possible.

Please note that this post is exempt from the Rehabilitation of Offenders Act 1974 and is subject to a Disclosure & Barring Service (DBS) check. Emanuel School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



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Job Description

Job title:	Head of Athletic Development - fixed term
Job purpose:	To lead in the planning, management and delivery of a high-quality athletic development programme. The Head of Athletic Development will seek to offer broad athletic development opportunities to all pupils, as well as providing personalised support for athletes aspiring to pursue sport at the highest level. This position plays a key role within an ambitious sporting programme, as we strive to deliver London's leading school sports programme. For the right candidate, the opportunity of a continued role at the end of this fixed term contract will be considered.
Reporting to:	Director of Sport
Term time hours:	45 hours per week
Out of term hours:	Some additional hours may be required as agreed with the Director of Sport
Salary:	£30,000 per annum (pro rata)
Closing date:	7 th January 2025
Start date:	ASAP subject to recruitment and vetting checks
Duration:	Spring and Summer terms (longer term contract options to be discussed in the summer term)

Key Responsibilities and Accountabilities

- To take the lead role in the management and delivery of a range of athletic development sessions. These will take place before school, in PE lessons, lunch breaks, and free periods, as well as after school. There will also be a requirement for ongoing communication and some delivery out of term time.
- Design and deliver well-structured programmes that develop high quality movement, speed, power, strength and endurance. All remaining appropriate to the age and stage of the individual.
- Work collaboratively within an interdisciplinary team of staff, to provide the best possible sporting experience.
- Work with staff and pupils to build a strong culture of athletic development throughout all ages in the school.
- Meet regularly with the various directors of sports, to understand the needs of our pupils as they develop through the school.
- Maintain regular contact with the school's physio team and medical staff.
- Monitor pupil data concerning attendance and progress, and feed to the various directors of sports and team coaches.
- Establish repeatable readiness to perform protocols.



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- Lead a knowledgeable team of PE and coaching staff who will support the delivery of athletic development. Supporting their delivery and future development.
- Explore the introduction and management of athletic development interns to work under the mentorship of the Head of Athletic Development.
- Ensure that the highest standards of behaviour are maintained at all times.
- Attend and observe fixtures across a range of sports, to remain in contact with performance outcomes.
- Manage the upkeep of a dedicated athletic development facility and associate equipment.
- Advise the Director of Sport on future investment in equipment and systems.

General

- Playing a full and active part in the life of the school community.
- Complying with relevant Emanuel policies and procedures, including safeguarding procedures, at all times.
- Undertaking any other task requested by the line manager or a senior colleague that is within the individual's abilities.

This job description should be seen as enabling rather than restrictive and will be subject to regular review as the needs of the school evolve.

Head of Athletic Development - Person Specification:

	Essential	Desirable	Method of assessment
Qualifications/ Knowledge	<ul style="list-style-type: none"> • MSc in strength and conditioning (or equivalent qualification) • A strong understanding of LTAD in young people. • Understanding of safeguarding 	<ul style="list-style-type: none"> • UKSCA accreditation • Knowledge of our performance sports: rugby, football, cricket, hockey, netball, and rowing. 	Production of certificates Application form Professional references
Experience	<ul style="list-style-type: none"> • Evidence of appropriate coaching with youth athletes. • Record of developing and sustaining 	<ul style="list-style-type: none"> • Experience managing young athletes through various growth phases 	Application form Interview Professional



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	<p>positive working relationships.</p> <ul style="list-style-type: none"> • Experience of efficient and effective programme organisation. 	<ul style="list-style-type: none"> • Experience of working in education • Experience managing other staff. 	references
Skills	<ul style="list-style-type: none"> • Confident and warm personal presence and presentation. • Good verbal communication skills; with the ability to communicate clearly in a professional manner. • Ability to manage large amounts of data and present in a clear and simplified fashion. 	<ul style="list-style-type: none"> • Ability to adapt 	<p>Application form</p> <p>Interview</p> <p>Professional references</p>
Personal competencies and qualities	<ul style="list-style-type: none"> • Personable, with an energetic approach to work. • Discreet and able to handle work of a confidential nature. • Willing to be flexible and pragmatic when things change. • An ambitious approach to the role, always seeking progress both in delivery and personally. 		<p>Application form</p> <p>Interview</p> <p>Professional references</p>

Please note that as part of our safeguarding policy, applicants will be required to undertake screening relevant to the post, including checks with past employers and the Disclosure and Barring Service.