



Hartsdown Academy



➤ Director of Sport

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## Appointment Details

**Job Title:**

Director of Sport

**Reporting to:**

Senior Leader

**Employment Status:**

Permanent

**Job Location:**

Hartsdown Margate

**Closing Date:**

22nd January 2025 12pm

**Interviews:**

w/c 27th January

**Start Date:**

April 2025

## Why are we here?

We are here to be a great school that builds a stronger and happier community so that people have amazing lives. We look to provide our children with “education for an amazing life”.

## How do we do this?

The way we do this is by:

- In any given circumstance we do the right thing. Asking would this be good enough for my child
- Doing “the right thing” means acting with integrity and love in the interests of others and being open, honest and transparent
- We strive for excellence in a sustainable way
- We are building a community with high professional trust and high levels of accountability

## Our Vow:

It is the love and commitment that our staff show to our children that enables their success and we promise that staff will be supported, encouraged and respected. We want Hartsdown to be an enjoyable and rewarding place to work.

We are dedicated to developing, growing and retaining talented leaders and nothing is more important than staff development. We want Hartsdown to be a place where people want to work and choose to stay. For too long staff have been asked to choose between being seen as committed and being a good mum, dad, partner or friend. We say, “no more”.

While we are far from perfect, we will do everything we can to support our staff to balance the demands of their jobs and those at home, and we recognise that in everyone’s life there are good times and bad. It is the job of all of us to support each other through both.



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## The Role

We are looking for a highly qualified and experienced department leader to take our PE department to the next level. The successful candidate will be responsible for developing a programme with a wide range of sports clubs, activities and trips. They will ensure the school is well represented with competitive sports and leagues as well as developing a school sports network in the local community.

The Director of Sport will be experienced and effective in the line management of staff and be able to develop staff expertise through effective CPD. They will be able to create effective strategies to raise the achievement of all students as well as create opportunities for the development of elite level performers.

## The Package

Anything up to full time, Lead Practitioner Scale  
Teacher Pension Scheme

## Benefits

- An exciting environment where you can really make a difference
- Being part of a small local trust that is totally committed to its staff and children
- Significant opportunities for CPD and development within the school and trust
- Leadership training and pathways exist within the trust
- Training/development opportunities within the nationally recognised PIXL programme

## Job Description

As a school it is our vocation, moral obligation and delight to provide the best possible education for each student.

All staff will:

- play a full part in the life of the school community, support its vision, ethos and policies and encourage staff and students to follow this example
- fulfil responsibilities with regards to safeguarding (including reporting concerns to the designated safeguarding lead)
- model Hartsdown values to parents and students
- be positive, dynamic and challenging in all aspects of work
- foster the school's inclusive ethos nurturing everyone regardless of race, gender, sexual orientation, religion or ability
- share direct accountability for the establishment of Hartsdown as an outstanding school
- take responsibility for their own learning and development
- develop the skills and talents of other members of the community
- ensure their own well-being and that of others by establishing an appropriate balance between life and work
- play an active part in the life of the school and its community
- develop social cohesion and positive links with the whole of our local community
- adhere to the school community's standards, policies, systems and procedures in relation to students, health and safety, personnel and financial management
- agree annual performance targets, with a view to own continuous improvement
- undertake any other duties that may reasonably be required by the Headteacher





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## General Description

This job description should be read in conjunction with General Duties and Responsibilities of a professional school teacher as contained in the School teachers' Pay and Conditions Document.

Alongside the Headteacher, Deputy Headteachers and Governors, the Assistant Headteacher will play a central role in maintaining and developing a safe, open and vibrant learning Community.

As a member of the Senior Leadership Team, the post-holder assumes cabinet responsibility across the whole school and is expected to exercise that responsibility as required.

## Specific Responsibilities

### a) Curriculum Organisation and Delivery

- To plan and deliver outstanding lessons that engage and excite children and ensure that all students make good and better progress
- To develop and review, along with appropriate colleagues, syllabuses and schemes of work designed to meet the needs of all students and establish the school's ethos and values.
- To monitor the progress of all students taught, ensuring high standards of work with reports to Subject Leaders/line manager when agreed
- To ensure effective liaison with student services, inclusion for students with special educational needs and external agencies as required.
- To follow the school policies on setting home learning

### b) Assessment and Monitoring

- To follow the agreed whole school policy on assessment and monitoring
- To communicate with parents about students' progress through reports, parents' evenings etc.
- To follow the guidelines on rewarding achievement
- To participate in public and internal examination and assessment arrangements

### c) Staff Development

- To participate in appropriate arrangements for in service training and contemporary professional development
- To participate in arrangements made for appraisal including observations and lesson 'drop ins'
- To participate in meetings regarding performance



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### d) Management

- To implement agreed whole school and subject policies
- To take part in scheduled meetings with colleagues and parents in accordance with the school's programme
- To keep records through the schools management systems of attendance at every lesson, together with class and home learning set
- To maintain good order and behaviour in the classroom
- To be responsible for maintaining teaching rooms in a clean and tidy state and facilitating the display of students' work
- To be responsible for the best use of resources, including ICT
- To be aware of and adhere to all school Health and Safety procedures
- To share in supervisory duties in accordance with the school's published rotas
- To share in cover for absent colleagues
- To keep up to date with all school information e.g. annual calendar, intranet, staff briefing etc

### e) Tutor

- To share in the corporate responsibility for the development, education and wellbeing of students in accord with the school's policies
- To carry out the role of a tutor, including pastoral support, communicating with parents, and identifying and addressing, with colleagues, issues that are likely to result in underachievement.

### f) Other Specific Duties

- To develop and run an after school club
- To work to ensure that attendance is high
- To monitor attendance and take action with the Head of Year and other colleagues where attendance falls
- To enable the tutor group to celebrate life events such as birthdays
- To continue personal professional development as agreed.
- To engage actively in the appraisal process.
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate.
- To undertake any other duty as specified by the School Teachers' Pay and Conditions Document not mentioned in the above.

### Additional Responsibilities for Director of Sport:

- Ensure the high status of PE throughout the school by:
  - Developing a programme with a wide range of sports clubs, activities and trips
  - Ensuring the school is engaging with competitive sports/leagues etc
  - Development of a school sports network in the local community
  - Developing staff expertise through effective CPD programme including apprenticeships
  - Creating opportunities for the development of elite level performers

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level. The duties contained in this JD will change over time and the job-holder will be expected to cooperate where such changes are reasonable



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### Person Specification

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced DBS check will be carried out for the successful candidate.

Qualifications and Training	Essential	Desirable
QTS or Equivalent	•	
Relevant Degree	•	
2:1 or better		•
Postgraduate Degree		•
Commitment to continuing professional development activities	•	
Departmental Leadership	•	
Experience		
Successful teaching and curriculum development experience in the 11-19 age range	•	
Experience of effective and inspirational line management of academic and support staff	•	
Experience of developing clear strategies for ensuring all students make progress	•	
In-depth, current knowledge of curriculum change and KS4 and KS5 developments in the subject area	•	
Evidence of personal impact on raising standards within a department or whole-school		•
Proven track record in engaging with parents		•
Knowledge, Skills & Abilities		
Knowledge and understanding of effective strategies for raising the achievement of all students	•	
Highly developed communication and presentation skills applicable to a wide range of groups.	•	
Ability to lead developments in academic excellence as a line manager to a teaching department	•	
Ability to think and work creatively and flexibly whilst working with close attention to detail and under pressure to meet deadlines.	•	
Strategic understanding of current and future developments in national education policy		•
Evidence of contributions to long term strategic planning		•
Excellent knowledge of the challenges involved in developing support for children		•





Hartsdown Academy, alongside Dane Court Grammar School, King Ethelbert School, The Royal Harbour Academy, Newington Primary School and Cliftonville Primary School, is a proud member of the Coastal Academies Trust, a local trust that is proud to serve the citizens of Thanet through the education of their children.

All schools within the Coastal Academies Trust work in close collaboration with each other to ensure that every child in Thanet receives an excellent education that is the foundation of an amazing future and to dedicate ourselves to the service of our local community of Thanet.



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