

VACANCY

School Games Organiser & Girls Football Development Officer

Start date	ASAP (subject to pre-start checks)
Contract term	Fixed term contract initially until 31 March 2027 The intention is to extend the contract further, subject to confirmation of funding
Working hours	30 hours per week Hours to be worked flexibly, timings to be agreed with line manager
Weeks per year	School term-time, excluding INSET days but including Trust Training days
Salary range (per annum)	Support staff salary point 19 fixed (linked to finding) £32,061 (FTE) £21,837 (pro rata) With a pay award pending
Location	Poole High School
Reports to	Strategic Lead for Sport

About the Post

We are looking to appoint a School Games Organiser & Girls Football Development Officer to join our wonderful school.

We are looking for an outstanding individual who will relish the opportunity to:

- Be responsible for planning, coordinating, and executing the School Games in your designated area
- Support schools to promote the importance of physical activity and ensure appropriate competitive opportunities can be enjoyed by all young people across Key Stages 2-4.
- Focus will be on addressing national priorities, such as tackling inequalities, promoting youth engagement, and enhancing physical literacy through the School Games
- Recruit, train and deploy suitable workforce and support the development of club opportunities for all young people.
- work one day per week with the Strategic Lead for Sport at Twynham Learning trust and outside partners to deliver the outcomes of the Barclays Girls' Football Partnerships programme for the Poole area.
- Promote and safeguard the welfare of children and young people in accordance with our Safeguarding and Child Protection policies.

What we can offer you

- An opportunity to work with wonderful children and their families as well as fantastic work colleagues

- Automatic membership of the Dorset Local Government Pension Scheme
- Free, confidential access to our Employee Assistance Programme, which offers a range of counselling services plus financial, legal and practical support from qualified professionals on a range of personal issues and access to online health and wellbeing resources
- A trust-wide intranet, where we share our news, information and resources
- Local discounts negotiated on behalf of our staff e.g. gym memberships, hair and beauty salons, chiropractic care, cycle shops, restaurants, motoring services, and retail/DIY stores
- Access to national discounts on a wide variety of huge brands
- Free and easy on-site parking
- The opportunity to work within Twynham Learning; a progressive multi-academy trust
- The opportunity to work in one of the most beautiful areas of the South Coast

Who we are looking for

We would love to hear from you if you:

- have knowledge and experience of school sport and community sport structures
- are qualified or working towards a degree or level 4 qualification in any of the following fields: Physical Education, Sports, Business/management
- are experienced in planning, coordinating events and organising competitions
- have a successful track record of managing projects and of partnership working
- have experience of school sport and physical activity development
- have experience of working in the field of school and/or community sport and physical activity with young people (4-19 age groups)

You will also be keen to live our Twynham Learning employee values which are:

- Aim high
- Keep improving
- Don't leave anyone behind
- See the bigger picture

Any questions?

To discuss the post or your application, please contact Nikki Steele on 01202 662015 or email us at recruitment@twynhamlearning.com

How to apply

To apply for this vacancy, please submit a **Job Application Form and Diversity Questionnaire** by email to: recruitment@twynhamlearning.com

Only applications made using our own official application form will be accepted. You can download the form and questionnaire here: www.twynhamlearning.com/187/staff-vacancies

The closing date for applications is **Monday 7 September 2026 at 9am**. However, we reserve the right to interview and/or appoint strong candidates before this, so we encourage you to apply early. Interview date to be confirmed.

Twynham Learning values diversity and inclusiveness. We aim to eliminate unlawful discrimination and promote diversity throughout our whole workforce. We want our workforce to be representative of all sections of our community, so we give equal opportunities to all job applicants. We do not discriminate on the basis of age, disability status, gender reassignment, marital/partnership status, pregnancy/maternity, race/colour/national origin, religion/belief, sex or sexual orientation. Only people who can evidence their right to work in the UK will be considered for this vacancy. We are committed to robust Safer Recruitment processes as part of our strong commitment to safeguard children and young people. An enhanced criminal records check will be undertaken on the successful candidate. Candidates must disclose all unprotected spent and unspent cautions and convictions. It is an offence to apply for this post if you are barred from engaging in regulated activity with children.