

Job Description: School Games Organiser & Girls' Football Development Officer

Post Details

School/setting:	Poole High School
Post type:	Support Staff
Grade/Pay Level:	SCP 19 fixed (linked to funding)
Responsible to:	Strategic Lead for Sport

Main Purpose

The School Games Organiser role is instrumental in championing the vision and mission of the School Games program to make a positive and meaningful difference in the lives of children and young people through sports and physical activity.

Responsible for planning, coordinating, and delivering the School Games in your designated area, and will 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. The focus will be on addressing national priorities, such as tackling inequalities, promoting youth engagement, and enhancing physical literacy through the School Games. Also, you will recruiting, training and deploying a suitable workforce and supporting the development of club opportunities for all young people.

Work with national guidance from Sport England and the Youth Sport Trust and within a local partnership of School Games Organisers, the Active Partnership and wider stakeholders.

In addition to the three day per week SGO role, the post holder will work one day per week with the Strategic Lead for Sport at Twynham Learning and outside partners to deliver the outcomes of the Barclays Girls' Football Partnerships programme for the Poole area. The aim of which is to sustain the growth of girl's football in schools and increase the number of community opportunities through providing opportunities for girls to:

- Learn through football in PE lessons
- Participate in girls only football sessions
- Compete in girls' football school fixtures/events
- Lead girls' football activity for others.
- Gain opportunities to community clubs and recreational opportunities.

Through this infrastructure, the post holder will develop innovative ways to deliver football for girls, improving participation from their very first experience and creating the next generation of female footballers, coaches and volunteers.

Duties and Responsibilities

- Work with schools to maintain and grow their active engagement in the School Games. Identify schools that are not engaged and develop strategies to improve this.
- Develop a communication plan to boost the profile of the host site and demonstrate the value of school sport to other schools in the area
- Provide an offer of professional development and communication for all schools to increase their understanding and increase their provision of 60 active minutes

- Ensure physical activity and competition provision supports young people’s wider development including their ability to re-socialise and supports their psychological and physiological fitness.
- Ensure that the local offer provides opportunities for young people to take on leadership and volunteering roles.
- Increase the number of state [and independent] schools participating in the School Games (all schools are eligible to be part of the School Games).
- Promote ways in which the School Games and competitive sport can contribute to school priorities and support the aspirations and achievements of young people in local schools.
- Co-design and deliver a broad and balanced School Games offer of targeted inter competitions/events/festivals with clear intent. This offer should be informed by insight and youth voice and embeds positive experiences.
- Work collaboratively with the other county SGOs to share insight and best practice.
- Sustaining young people's commitment to an active lifestyle by ensuring links to a wide range of club and community sport opportunities.
- SGOs will be expected to set local targets and report progress against these on a termly basis.
- Attend 1/2 termly SGO meetings and annual regional and national SGO Conferences.
- Work with schools, clubs and other partners to deliver the outcomes of the Girls’ Football programme.
- Establish productive relationships with the Dorset FA and the other Girls’ football partnerships in the county.
- Demonstrate the value of girl’s football within whole school through delivery of bespoke interventions for schools through which schools can access CPD and resources
- Advocate the impact of football on girls’ wellbeing, leadership and achievement
- Develop and test specialist interventions and learning through the vehicle of football in schools
- Collaborate with partners to support transition of young people to sustain their involvement in girls’ football.

Safeguarding Duties and Responsibilities

- Promoting and safeguarding the welfare of children and young people in accordance with the school’s Safeguarding and Child Protection policies.

Other Duties

All Twynham Learning staff may periodically be expected to carry out tasks and duties within their area of competence that are not listed herein, as directed, to meet the needs of the trust. The particular duties and responsibilities may vary from time to time.

Twynham Learning Attributes for all Staff

Ambition for excellence	Inclusiveness
Professionalism	Positivity
Humility	Community-mindedness
Championing change	Being collaborative

Qualifications, Knowledge, Skills and Attributes Required

Essential:

- Knowledge and experience of school sport and community sport structures.
- 6 GCSE 9-4 (A* - C) or equivalent including English and Maths
- Full driving license with access to own transport
- Qualified or working towards a degree or level 4 qualification in any of the following fields:
Physical Education, Sports related qualifications, Business/management qualifications
- NGB Level 2 Qualification (if candidate does not have Qualified Teacher Status).
Willingness to undertake further professional development as appropriate.
- Experience in planning, coordinating events and organising competitions.
- Successful track record of managing projects and of partnership working.
- Experience of school sport and physical activity development
- Experience of working in the field of school and/or community sport and physical activity with young people (4-19 age groups)

- Experience and understanding of safeguarding with respect to children and young people
- Knowledge of health and safety within sport
- A high level of interpersonal and communication skills in order to facilitate effective partnership working (across schools/ external agencies and Dorset School Games organising committee).
- Excellent project management skills.
- Highly developed problem solving and decision-making capabilities.
- Highly organised with the ability to plan, on both a strategic and local level effectively to meet set deadlines
- Excellent ICT and administration skills
- Able to work well independently and collaboratively as a member of a team
- Problem solving skills with a willingness to try new approaches
- Ability to work calmly under pressure and the ability to adapt quickly and effectively to changing circumstances/ situations.
- Enthusiasm and passion for physical activity and education
- Structured approach to work and attention to detail
- Strong interpersonal skills, with the ability to communicate in a variety of ways to a range of audiences, including children and young people.
- Reliability, integrity and flexibility
- Approachable, committed and organised
- Positive attitude towards professional development and their own learning
- Effective time management
- An understanding of and a commitment to equal opportunities issues both within the workplace and the community in general

Desirable:

- Qualified Teacher Status
- First Aid Qualification
- Further Level 2 or higher governing body of sport coaching award(s)
- A relevant degree i.e. sport, coaching, management etc.
- Experience of successfully dealing with a range of complex issues and resolving these to the satisfaction and benefit of a range of different people
- Experience of working with local sports development teams, community clubs and local sports organisations
- Experience of training and working with sports leaders
- Awareness of national and local strategies and initiative such as Sport England 'Uniting the Movement', Active Partnerships, that positively impact on young people participating physical activity
- Excellent negotiating skills with the ability to influence at a senior level across a number of different organisations.
- Understanding and commitment to partnership working
- Knowledge and understanding of data protection legislation

Notes

- This job description may be amended at any time in consultation with the postholder.

Glossary

Explanations of any abbreviations or jargon contained in this job description can be found in our [Twynham Learning Glossary](#).