

# VACANCY

## School Games Organiser & Girls Football Development Officer

<b>Start date</b>	ASAP (subject to pre-start checks)
<b>Contract term</b>	Fixed term contract until 31 July 2026 The intention is to extend the length of this post subject to funding
<b>Working hours</b>	30.00 hours per week Hours to be worked flexibly, timings to be agreed with line manager
<b>Weeks per year</b>	School term-time, excluding INSET days but including TRUST days
<b>Grade</b>	N/A
<b>Salary range (per annum)</b>	Support staff salary point 19 fixed (linked to finding) £32,061 (FTE) £21,837 (pro rata)
<b>Location</b>	Poole High School
<b>Reports to</b>	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.
- 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:
- 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 Local Government Pension Scheme
- Free 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:

- Knowledge and experience of school sport and community sport structures.
- Qualified or working towards a degree or level 4 qualification in any of the following fields:  
Physical Education, Sports related qualifications, Business/management qualifications
- 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)

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](mailto: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](mailto: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](http://www.twynhamlearning.com/187/staff-vacancies)

The closing date for applications is **Monday 13<sup>th</sup> October 2025 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.*