



APPLICANT PACK

Sport Development Coach



Letter to Applicants

Dear applicant,

We are delighted you have shown an interest in the role of Sport Development Coach. Although we are a Catholic Trust we welcome both staff (and pupils) from all faiths to join our family of schools.

Within this application pack you will find:

- a) Information on how to access the online application form and additional forms related to this (these can be completed electronically and emailed)
- b) Job Description and Person Specification
- c) Further information about our Trust including our Benefits and Wellbeing package.

Applicants should return their completed application forms to recruitment@npcat.org.uk by the **closing date, Monday 3rd November 2025 by 9am**. Any gaps in previous employment must be explained.

Should you wish to have an informal discussion, please do not hesitate to contact Clare Harding, Primary Strategic Lead for PE and Sport via email harding.c@npcat.org.uk

As mentioned in the advertisement, a DBS disclosure is required for this post. It is important to note that:

Nicholas Postgate Catholic Academy Trust is committed to safeguarding and promoting the welfare of children.

We would like to take this opportunity to thank you for your interest in this vacancy and wish you well with your application.

Job Advert

Required:	As soon as possible
Salary:	£28,598 - £30,024 pro rata (actual salary: £22,771 - £23,907)
Hours:	35 hours per week, Term Time Only
Contract Type:	Fixed term until 31/08/2026
Location:	Various locations across NPCAT Primary Schools

Nicholas Postgate Catholic Academy Trust is a family of 32 primary schools, and 6 secondary schools. With more than 12,300 pupils and 1,500 staff, the Trust is now one of the largest Catholic Multi Academy Trusts in the UK.

The Sport Development Coach will join an established and committed team, enhancing our capacity to deliver on our vision and mission: to provide all pupils, regardless of background or personal circumstances, with access to world-class Physical Education, School Sport, and Physical Activity (PESSPA) that makes a meaningful and lasting impact on their lives.

We are seeking a passionate and dedicated specialist to support schools by delivering high-quality lessons and providing PPA cover, helping to enhance PE provision and raise standards across the curriculum.

Key Responsibilities:

- Deliver engaging, inclusive, and progressive PE lessons to pupils across various age groups (Y1-Y6), ensuring high-quality learning experiences.
- Provide PPA cover for teachers, enabling schools to maintain consistency and continuity in their curriculum delivery.
- Support schools in incentivising personal development through bespoke training and opportunities that recognise and reward pupils' sports leadership skills.
- Collaborate with school staff to enhance PE and sport provision, fostering an environment that promotes physical activity, teamwork and personal growth.

Who We're Looking For:

- A qualified and enthusiastic professional with a strong commitment to raising standards in Physical Education and promoting inclusive participation for all pupils.
- Excellent interpersonal and communication skills, with the ability to work collaboratively and build positive relationships with pupils, teachers and school leaders.

Why Join Us?

- Make a tangible difference in the physical education and personal development of young pupils.
- Work with a variety of schools and communities, expanding your professional experience.
- Be part of a supportive team dedicated to raising the quality and impact of PE and sport provision.

If your experience, energy, personal qualities and values support ours, then we look forward to receiving your application.

Closing date: Monday 3rd November 2025 by 9am

Interview date: Monday 10th November 2025

Please refer to the back cover of the application pack for details of how to apply for this position.

Nicholas Postgate Catholic Academy Trust is committed to equality of opportunity, safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The post is subject to an enhanced DBS check along with other relevant employment checks.

Job Description

The Trust is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment.

Post title: Sport Development Coach

Grade: G, SCP 12-15

Responsible to: Primary Strategic Lead for PE and Sport

Job Purpose

- Help organise and deliver a comprehensive calendar of high-quality competitions and events, in a range of sports and activities at different levels, ensuring all pupils (Y1-Y6) have a chance to compete.
- Support the NPCAT Sport Vision and Mission of providing world class Physical Education, School Sport and Physical Activity (PESSPA) that caters for all and positively impacts upon the lives of our pupils, equipping them with the skills and attitudes that will open up a world of enjoyment, experience and achievement.
- Provide a range of opportunities and offer bespoke training and support to ensure all schools offer incentives for personal development and recognise and reward pupils' leadership skills.
- Work with schools to support their understanding of the identification and development of skilled pupils offering expert coaching to these 'Sporting Stars' to increase their chances of success.

Main Duties & Responsibilities

- Deliver a comprehensive calendar of high-quality trust wide competitions and events, in a range of sports and activities and at different levels, that complements the curriculum and promotes Catholic values.
- Ensure all schools are accessing appropriate opportunities for all children to compete in both performance and participation events.
- Provide additional in school support to ensure all children are fully prepared, especially for performance level events with the requisite knowledge of rules, strategies and tactics.
- Help develop the engagement in school sport and physical activity to ensure children are more physically literate in every school, including those in under-represented groups such as girls, SEND, EAL and Pupil Premium, who will subsequently go on to lead more active, healthy lifestyles.
- Deliver extracurricular clubs designed to profile sport and motivate all children and young people to get involved.

- Support schools to recruit and develop young leaders and provide training for these pupils to lead sport and physical activity initiatives to further increase participation.
- Ensure schools are fully engaged in the NPCAT Sport Leadership Passport and developing young leaders who excel in skills such as organisation, communication, decision making and teamwork and who can take these attributes into their school and local communities.
- Encourage the schools to find more ways to help all children and young people to accumulate an average of at least 30 minutes of physical activity per day in school across the week.
- Provide a specialised programme of coaching to enable skilled pupils to acquire the necessary skills and knowledge to compete at a high level.
- Signpost identified 'Sporting Stars' to local clubs who can nurture and develop their individual talents further.

Safeguarding, Equality & Diversity and Health & Safety

- To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
- To carry out your duties with full regard to the NPCAT's Equality Policy and objectives.
- To comply with Health and Safety policies, organisation statements and procedures, report any incidents/accidents/hazards and take a proactive approach to health and safety matters in order to protect both yourself and others.

These duties are neither exclusive nor exhaustive, and the post holder will be required to undertake other duties and responsibilities, which the Trust may determine.

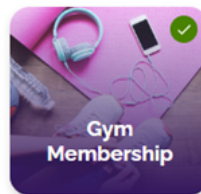
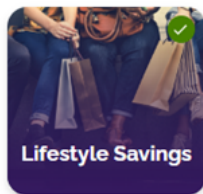
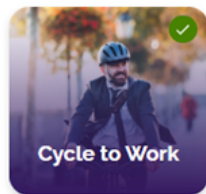
PLEASE NOTE THAT SUCCESSFUL APPLICANTS WILL BE REQUIRED TO COMPLY WITH ALL ACADEMY TRUST POLICIES. THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO FULL ENHANCED DISCLOSURE CHECKS – AND THESE WILL BE SUBJECT TO RECHECKING AS APPROPRIATE.

Person Specification

Stage	Essential		Desirable	
Experience	E1	Practical experience of coaching children and young people of all ages and ability levels.	D1	Background of working with children in a primary school environment.
	E2	Clear understanding of the benefits that physical activity and sport can bring to all.	D2	Previous experience of delivering curricular and extracurricular sessions in primary schools.
Qualifications & Training	E3	UKCC Coaching Qualification minimum Level 2	D3	Child protection and first aid training, or willingness to undertake.
Knowledge & Skills	E4	Ability to work as a member of a team and use your own initiative when leading or planning activities.		
	E5	Ability to develop and maintain effective working relationships with other members of staff across NPCAT and in local sports organisations.		
	E6	Ability to establish and maintain good relationships with pupils, act as a role model and respond appropriately to individual pupil's needs.		
	E7	Excellent communication and interpersonal skills.		
	E8	Good organisational and time management skills.		
Personal Attributes	E9	Passion for sport and education.		
	E10	Passionate about ensuring all young people have the opportunity to take part in sport and physical activity within school.		
	E11	Enthusiastic and highly motivated.		

Special Requirements	E12	Suitable to work with children/young people (Enhanced DBS).		
	E13	Commitment to the Catholic ethos and aims of the Academy Trust.		
	E14	Full driving licence and access to a car for business purposes.		

Why work for us?



NPCAT recognises the importance of staff welfare and a managed workload and this is reflected in the way we treat our people.

As a responsible and caring employer, we appreciate and value each of our staff. Their holistic health and wellbeing are vital to enabling all of us to maintain the optimum work-life balance.

We see exceptional staff welfare as an essential element towards enabling us to develop a rich, nurturing climate for learning across all our schools.

We offer a broad package of emotional and practical support to our staff.

We are clear about our expectations of employees and offer a positive, transparent and supportive working culture in return.

We offer:

- Competitive pay
- Defined benefit pensions
- Annual pay progression and recognition of additional responsibilities
- Annual cost of living adjustment
- On-site parking at our school premises
- Support with parking and subsistence costs where appropriate.

Additional benefits include access to:

- Vivup - Lifestyle savings - store discounts
- Vivup - Discounted gym membership
- Vivup - Cycle scheme
- Full wellbeing package

NPCAT is committed to equality of opportunity and will not tolerate any harassment, intimidation, discrimination or victimisation.



How to Apply

Application form and further information is available from:

npcat.org.uk/current-vacancies

Applicants should complete and return a **Support Staff Application Form & Recruitment Monitoring Form** to:

recruitment@npcat.org.uk

Should you be shortlisted for an interview, you will be required to complete a Rehabilitation of Offenders Disclosure Form.

Job Description: This informs you of the main responsibilities for the post and explains what we are looking for. It informs you about the personal and professional qualities you need for this post. These criteria will be used to make the appointment.

Person Specification: This specification sets out which criteria will be used to shortlist candidates for interview.

If you require any additional information about this post, please contact Clare Harding, Primary Strategic Lead for PE and Sport via email harding.c@npcat.org.uk

Thank you for your interest in NPCAT. We look forward to receiving your application.

Please note that if you do not hear from us within 2 weeks from the closing date you are to assume your application has been unsuccessful on this occasion.

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