STEPHENSON TRUST

JOB PROFILE

POST TITLE: Sports Mentor

LOCATION: Bridge Academy

RESPONSIBLE TO: Assistant Principal

SALARY: **Option 1:- Range 4, £22,563 - £25,298 (Actual, 39 weeks, 37 hours, term time only)**
Option 2:- Range 4, £26,044 - £29,201 (Actual 39 weeks, 42.75 hours)

Job Purpose:

The post holder will undertake the practical delivery of sports activities and interventions during the school day and provide high quality and professional sports coaching to students.

Specific Duties:

The post holder will

- Undertake the practical delivery of a variety of sport activities to students during the school day.
- To plan, prepare and deliver specified sports / activities to small groups and/or classes modifying and adapting activities as necessary.
- To assess, record and report on attainment feeding back to the school's PE Leader or class teacher as appropriate.
- To encourage students to develop skills, knowledge and techniques and provide safe instruction in the use of specialist sporting equipment.
- To provide encouragement and constructive feedback to engage and motivate all students and encourage participation by students of all ability levels.
- To liaise with the school's PE Leader to ensure activities reflect National Curriculum requirements.
- To liaise and work with the school's PE Leader to plan and facilitate sports events across the school and interschool competitions.
- To coordinate off site sporting activities and to supervise students undertaking such activities taking responsibility for their health, safety and wellbeing.
- To foster a culture of healthy living throughout the school by actively promoting sport / activities opportunities to students.

- To undertake administrative tasks associated with the delivery of activities including activity registers / consent forms / home – school liaison.
- To address any behaviour management / conduct issues which may arise in accordance with agreed school strategies.

In addition all members of the school community are expected to:

- Display a commitment to child protection and safeguarding, reporting to the designated safeguarding lead any behaviour by colleagues, parents and children which raise concern.
- Take on other duties in school as requested by Senior Leadership Team

General Duties:

To work within and encourage the Academy's Equal Opportunity policy and contribute to diversity policies and programmes in relation to discriminatory behaviour.

To use information technology systems as required to carry out the duties of the post in the most efficient and effective manner.

Undergo any self-development and training as necessary for success in the role.

Contribute to the overall aims and targets of the Academy, appreciate and support the roles of other members of the school community.

Note: This JD is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the Academy in relation to the post holder's professional responsibilities and duties. The duties of this post may vary from time to time, as required by the Head of School, without changing their general character or the level of responsibility entailed.

This job profile is a guide to the work that you will initially be required to undertake. It may be altered from time to time to meet changing circumstances. It does not form part of your contract of employment.

Stephenson (MK) Trust is an Equal Opportunities employer. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the Trust on its behalf. An enhanced Disclosure and Barring Service Certificate is required prior to commencement of this post

Signature Line Manager: …….. Date:.....

Signature Job Holder:……. Date:…….....

PERSON SPECIFICATION

SECTION: **PE Department – Bridge Academy**

POST TITLE: **Sports Mentor**

		E	D
Formal Qualification	Level 2 English and Maths (GCSE or equivalent) Relevant CPD / additional training in specialist area(s) of coaching	✓ ✓	
Knowledge	Knowledge of current legislation on child protection working with young people Sound knowledge of a range of sports activities and specialist skills associated with these	✓	 ✓
Experience	Experience of working with young people. Experience of working with parents, guardians and families. Proven experience in the planning, coordination and practical delivery of coaching in a range of sports.	✓	 ✓ ✓
Skills	Excellent interpersonal and communication skills Well organised Positive behaviour management skills Good at problem solving Ability to forward plan Ability to engage and motivate young people Ability to work as part of a team Driving licence	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	
Other Specific Qualities	Able to work on own initiative Good level of self-motivation Positive attitude Demonstrable commitment to equality and diversity, showing a desire to challenge inequality and promote diversity Ability to demonstrate values and behaviours suitable to work with children and young people. Keen interest in all aspects of sport and health related education matters	✓ ✓ ✓ ✓ ✓ ✓	
Personality Motivation	Able to establish good working relationships with a wide range of people Proactive and forward thinking Self-motivated and able to motivate others Sensitive to others, able to operate with tact and diplomacy	✓ ✓ ✓ ✓	
Physical Requirements	Able to undertake the duties of the post	✓	
Circumstances	Able to work under own initiative Enhanced DBS (Disclosure & Barring Service) check will be required	✓ ✓	

E = Essential **D = Desirable**