



# Job Description & Person Specification for Female Teacher of Girls' PE

**Status of Post:** 0.6FTE, Permanent  
**Salary Scale:** MPS  
**Starting date:** September 2022

## Job Description

### Purpose of the Post:

- To support the School's aims and maximise the participation and achievement of all students in PE.
- Our need for a female in this role is an occupational requirement under paragraph.1 of schedule 9 of the Equality Act 2010 because there is a requirement to supervise female changing rooms as part of the role.

### Accountable for

- Delivery, assessment and verification of BTEC PE
- Developing the well-being of students through organisation of extra-curricular activities and Interhouse Competition

### Details:

We are seeking to appoint an enthusiastic, energetic and dynamic teacher of PE to join an already established department, currently with 4 full time and 1 part time specialist teachers, who work closely with our School Sports Coordinator, her assistant and our partner primary schools as well as the TrustEd sports partnership. The successful candidate will work with the Head of PE in securing a high-quality PE Curriculum for all students and also that we continue to develop the breadth of experience within our extra-curricular offer.

All of the PE Department contribute to all activities, including major games, gymnastics, dance, athletics and swimming. The Department organises a number of sports trips, as well as a number of trips associated with the school's Olympic connections, including regular participation in the Olympic Youth Forum, which was held in Greece in 2009, Beijing in 2011, Norway in 2013, Slovakia in 2015, Estonia in 2017 and Macon in 2019.

PE is a popular option choice for students at both KS4 and KS5. We teach BTEC Sport Level 2 and GCSE PE at KS4 and BTEC Sport Level 3 in KS5. An ability to think innovatively and to help develop and implement new ideas across KS3 and 4 is crucial. Extra-curricular involvement is also very high and we are one of only a handful of schools nationally to have achieved Platinum Sports mark, following 5 years of successive Gold Mark Awards. We have held this now for two years and will hope to retain this next year.

The successful candidate should be able to demonstrate a strong commitment to ensuring students work to the highest standards and are able to make excellent progress.

You will also join one of our four Houses as Tutor to a vertical tutor group of approximately 20 students, plus associate student tutors from the Sixth Form, delivering an important core Tutorial Programme throughout the year.

## Key Responsibilities

### Curriculum:

- Delivery, assessment and verification of BTEC PE
- Develop the PE Curriculum
- To teach within the PE department
- To make a significant contribution to extra-curricular clubs, matches and other activities
- To plan, implement and review the curriculum within the framework of the National Curriculum, GCSE and BTEC and working with the Subject Leader and other staff to contribute to schemes of work, helping to build opportunities within the schemes of work for:
  - Teaching and learning
  - Assessment for learning
  - Meeting the needs of all learners
  - Ensuring progression
  - ICT
  - Enrichment and external links

### Learning:

- To maintain up-to-date records of student progress across all aspects of performance
- To ensure that students make good or outstanding progress in PE or intervene as required
- To deal effectively with behaviour, attendance and punctuality issues

### Assessment:

- To carry out the regular assessment and marking of students' work, according to the departmental and whole school assessment and marking policy
- To keep records of your students' attainment and progress
- To monitor your students' achievement against school and national data and to take action to improve achievement and combat identified under achievement
- To carry out assessment and feedback

### Policy:

- To attend relevant meetings
- To undertake any other duties as reasonably requested by the Head or Subject Leader

## Person Specification

	Essential	Desirable
<b>Education:</b> <ul style="list-style-type: none"> <li>• Graduate in PE (or equivalent)</li> <li>• PGCE Teaching qualification (or equivalent)</li> </ul>	 ✓ ✓	
<b>Skills &amp; Experience:</b> <ul style="list-style-type: none"> <li>• Proven academic track record</li> <li>• Teaching across KS3 and KS4</li> <li>• Proven record of good/better exam results</li> </ul>	 ✓ ✓	  ✓
<b>Personal Qualities:</b> <ul style="list-style-type: none"> <li>• Committed to achieving goals</li> <li>• Committed to high achievement</li> <li>• Committed to co-planning, delivering and assessment in PE</li> <li>• Confident communicator</li> <li>• Strong team player</li> <li>• Flexible, resilient and tenacious</li> <li>• Organised</li> <li>• Creative</li> <li>• Caring</li> <li>• Good sense of humour</li> </ul>	 ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	
<b>Knowledge and Understanding:</b> <ul style="list-style-type: none"> <li>• Understanding of National Curriculum and KS4 requirements including new specifications</li> <li>• Understanding of BTEC Level 3 programme</li> </ul>	 ✓	  ✓

## Conditions of Service

The post is subject to the following:

- The Terms and Conditions for Teachers, as set out in the Teacher's Pay & Conditions Acts and any orders made under them
- The other terms and conditions set out in the various national collective agreements in force from time to time
- The Local Authority's and Governing Body's Rules and Conditions including any local agreement entered into with recognised trade unions
- The School's Instrument and Articles of Government
- The other conditions set out in the letter of appointment and this job specification

## The Appointment Process

The appointment will be made on consideration of the following criteria:

The person appointed will:

- hold a good Honours degree level qualification in a Sport discipline
- hold Qualified Teacher Status or equivalent
- have successful experience of teaching PE to students of all abilities in KS3 and KS4 either in post or whilst on a Student Teaching Placement
- have the ability to play a role in the development of the subject by contributing to new initiatives successfully
- have good organisational skills and the ability to work under pressure
- have a keen interest in and good ICT skills

Application forms are available from the school website [www.williambrookes.com/about\\_us/vacancies.plp](http://www.williambrookes.com/about_us/vacancies.plp)

Please complete and return your application form by the deadline date, clearly noting all the experience, skills and personal qualities that you can offer which are relevant to this post. Completed applications and supporting documentation should be emailed to [jwilkinson@williambrookes.com](mailto:jwilkinson@williambrookes.com).

Should you require any additional information, please email Carol Jardine, Subject Leader at [cjardine@williambrookes.com](mailto:cjardine@williambrookes.com)

### Please note:

- It is essential that all elements of the application form are completed appropriately.
- CVs will not be accepted.
- Appointments will be subject to clearance in respect of medical fitness and criminal disclosure.
- This post is exempt from the Rehabilitation of Offenders Act 1974 and as such any applicants who are appointed to this post will be subject to an Enhanced Disclosure from the Criminal Records Bureau before the appointment is confirmed. This check will include details of cautions, reprimands or warnings, as well as convictions and non-conviction information. Once provisionally appointed, the successful applicant(s) may also be required to apply for an Enhanced Disclosure at predetermined intervals during the course of their employment whilst in this post.
- William Brookes School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.