



Job Description

Job Title: PE & Sport Development Officer, based at Hautes Capelles and Castel Primary Schools.

Hours of Duties: 36 hours per week from 8:45 a.m. – 5:00 p.m. (This may vary from time to time). Potential for term-time only, or full-time.

Purpose of the Post

Develop and support the pathway for children experiencing high quality sport and physical activity in their school into inclusive and well-run community provisions outside of school.

Important Relationships

- Partnership Manager
- Operations Director
- Other Sports Commission Leads
- Head teachers
- Secondary PE Teachers
- P.E. Co-ordinators
- Teachers
- Other Development Coaches and Officers
- Sport Specific Development Officers and coaches.
- Other professionals working in school settings
- Parents
- Coaches

Main purpose of the job

- Provide support to development coaches and officers operating within Castel and Hautes Capelles schools.
- Support schools and their staff to develop an understanding and effective delivery of Fundamental Movement Skills (FMS) and their relationship with Sport Specific Skills (SSS).
- Working directly with year group teachers and P.E. co-ordinators in schools to develop their knowledge and apply the theory within their practice. Where required this includes supporting the school to develop schemes of work and lesson planning.
- Ensure all children have the opportunity to move along a pathway to enjoying sport and physical activity outside of school

Duties and Responsibilities

- Represent the Guernsey Sports Commission within the school and act as a point of contact for sports related programmes.
- Support the development of the schools' provision for sport and physical activity.
- Provide high quality delivery of sessions with a strong fundamental movement skills base in order to contribute improved levels of physical literacy.
- Support teachers in developing their delivery of sport and physical activity.
- Work with the headteacher and PE coordinator in the schools to understand and breakdown barriers to participation in sport and physical activity in, and outside of school.
- Deliver 'Playground Sports Leaders' as required.
- Provide targeted interventions as required within schools as agreed with the head teacher and the partnership manager.
- Deliver training opportunities to teachers as requested
- Provide and lead breakfast and/ or after school clubs for children, with a focus on including those most in need. Support primary schools in offering clubs to children who need the greatest support in making active lifestyle choices.
- As agreed provide and lead sport/physical activity sessions in school holidays on various programmes for 4-11 year olds and 12-16 year olds. Supporting families, children and young people in making healthy choices and to do something positive with their time during the school holidays.

Other Duties and Responsibilities

- Cover sessions occasionally for the Sports Development Officers / Street Sports staff when they are on annual leave.
- Support the Guernsey Sports Commission's team in running one off, annual and bi-annual events.
- Anything else the Guernsey Sports Commission may require.

Requirements

We are looking for someone with a passion for sport / physical activity and working with children and teachers. This person must have experience working as a sports coach / teacher or health related exercise instructor. This person must also have the knowledge and skills required to work with people from the schools / community who are in most need of support.

Due to the nature of this post, and if your application is successful, you will be required to undergo a Full Police Check. All disclosures of a criminal background will be treated with the strictest confidence and checks will only be made in connection with your application for this post and for no other purpose. However, disclosure of a criminal record will not necessarily debar you from employment in this post - this will depend on the nature of the offence/s and the circumstances surrounding it/them. You may also be required to deliver a practical session.

Essential	Desirable
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QUALIFICATIONS EXPERIENCE AND KNOWLEDGE		
Experience of working with children and young people in a formal and informal setting	✓	
A minimum UKCC2 Coaching Qualification or Qualified Teacher Status.	✓	
Experience of leading coaching sessions with primary and secondary school age children and young people	✓	
An understanding of sport equity principles		✓
A sport, coaching or teaching related degree		✓
Evidence of attending appropriate safeguarding and first aid training	✓	
Encourage children to take opportunities in activities and sports outside of school	✓	
An understanding of schools, in particular within the primary sector.		✓
Knowledge of the Youth Physical Development Model		✓
A UKCC2 Multi Skills Award		✓

SKILLS		
Good interpersonal and communication skills	✓	
Organisational skills	✓	
IT Literate		✓
Administrative ability (planning and evaluating work)		✓
An ability to work across a variety of sports/activities	✓	
Work effectively in a team	✓	

OTHER REQUIREMENTS		
Potential to work occasional unsociable hours including evenings, weekends and early mornings.	✓	
Creative and flexible thinking		✓
A knowledge of the island		✓
Current driving licence		✓
Physically able to deliver a full week of practical sports coaching	✓	
A commitment to personal improvement and ongoing learning	✓	

For more information or to submit an application.

Email jodie.loveridge@guernseysports.com

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