



## **Job Description**

### **Teacher of PE and Games**

#### ***Accountable to Director of Sport***

- Liaise fully with the Director of Sport and Head of Junior Sport on all sporting matters;
- Be an ambassador for all sport at the Prep;
- Uphold the school's reputation and sporting ethos; focus on discipline, sportsmanship and appearance;
- Plan for and deliver excellent lessons in PE and/or Games. Assist in the development of sport, games and PE, school-wide;
- Take responsibility for the training, coaching and management of school teams; to include weekend fixtures;
- Ensure every pupil's sporting experience, at any level, is positive and enjoyable;
- Work collaboratively with the Director of Sport and Head of Junior Sport towards the provision of sporting excellence;
- Keep abreast of changes in laws and practices in each sport;
- Ensure all coaching certificates are current and regularly look to improve one's own practice through inset and attendance at external courses;
- Take at least one new coaching qualification during each academic year;
- Be an active participant in our 'tour' programmes; looking to lead if the opportunity arises;
- Ensure communication with all stakeholders (pupils, parents, staff, heads of section, front office etc.) is accurate and timely;
- Through sport, promote each boy's understanding and sense of well-being;
- Assist in completing an annual review of the school's sporting programmes and provision;
- Report regularly (written/verbal) on each pupil's performance, progress and attitude;
- Assist in the administration of fixtures, practice sessions etc.;
- Provide information on sporting endeavours for PR and marketing purposes.

*February 2019*