



CANDIDATE BRIEF

Director of Sport





WELCOME TO SIBFORD

Sibford School is a co-educational, independent day and boarding school for children aged 3-18.

Sibford is a place where we aim to nurture ambitious learners who shape their worlds with their creative, compassionate and questioning minds, where your teaching journey can flourish alongside the growth of our exceptional students.

In our commitment to individuality, we recognise that educators, much like our students, are diverse in their approaches and strengths. At Sibford, you're encouraged to be adventurous, curious, creative, confident, and above all—be yourself.

Rooted in Quaker values, our approach to teaching is grounded in truth, integrity, equality, community, peace, simplicity, and sustainability. These values are not just words on paper but living principles that underpin the distinctive characteristics of Sibfordians.

In the nurturing, safe, and supportive environment we cultivate, you'll find a space where your teaching potential has no limits. Here, there's no ceiling on your ability to inspire and shape young minds, both academically and personally. Tolerance and consideration towards each other are not just encouraged; they are integral to our community ethos.

Our curriculum is as diverse as the talents it aims to nurture. Whether you are joining us to teach

traditional academics, creative arts, technology, or horticulture, you'll have the opportunity to guide students on their unique journeys. In small, dedicated classes, you'll be the mentor, inspiring and stretching each individual, guiding them to discover their own talents and embrace their authenticity.

Beyond the classroom, we invite you to contribute to a myriad of co-curricular activities. These experiences not only foster skill development in the students but also create strong connections based on shared interests, forming a deep sense of belonging within our community.

Sibford is more than just a school; it's a place where educators are partners in the growth and development of future leaders and citizens. If you're seeking a teaching environment that values creativity, agility, resilience, positivity and empathy, we warmly invite you to consider joining us at Sibford.

A candidate pack can only convey so much. Come and meet us in person—experience the genuine warmth and vibrancy that defines our educational community.

Looking forward to the prospect of welcoming you to the Sibford family.

Rebecca Evans, Head





EMPLOYEE BENEFITS FOR TEACHERS

Salary	Sibford Teaching Scale Aims to mirror national teaching pay scales
Pension Employer's contribution	18%
Pension Employee's contribution	5% minimum
Group Life Assurance	4 x annual salary
Group Income Protection	50% of basic salary Payable for up to 3 years
Staff Fee Remission Discount on school fees	66.6% pro-rata'd for part time
Paid Holidays	18 weeks - Including bank holidays
Academic term	34 weeks term time
Sick Pay entitlement	1 month full & 1 month half pay per year of service – up to maximum of 6 months
Free School lunch	Provided on working days
Free car parking	Parking is on the school site
Free use of School Swimming pool for staff	Allocated times



THE ROLE - Director of Sport

- **Full Time**
- **Competitive Employment Package (depending on experience)**
- **Accommodation available on site**

We are seeking to appoint an inspiring and passionate Director of Sport to lead and continually improve our successful and busy Sport and PE department. The ideal candidate will bring exceptional experience and knowledge, a passion for motivating and inspiring pupils across all age ranges and a keen desire to be part of the whole school community. They must also have:-

- A recognised teaching qualification.
- Expert knowledge of Sport and Physical Education across KS1-KS5, including the ability to teach examination PE up to and including A Level and/or CTEC Sport.
- Demonstrable experience of working at management level
- Proven track record of developing and managing successful sports programmes
- Co-ordination of sports tours and events
- Proven experience of working with Sport and Physical Education in schools.
- A team player and the ability to work flexibly with a range of stakeholders
- Experience of enhancing development of skills and talent
- Proven experience of working with children of a wide ability range
- Ability to lead and inspire pupils of all ages and levels
- Excellent communication and interpersonal skills
- Excellent organisational skills with the ability to prioritise workload and comply with tight deadlines.



THE ROLE - Director of Sport

Overall Purpose: To be responsible for the overall strategy, leadership and management of the Sports Programme.

Reports to: Director of Co-Curricular and Enrichment

Key contacts: PE staff, Senior Leadership Team, other teaching and administrative colleagues, pupils and parents

Key Responsibilities:

Operational and Strategic

- Provide leadership and development for all areas of sporting activity, including coaching, operations and facilities management.
- Prepare a Sports and Facility Development Plan in line with agreed strategy.
- Continue to develop and improve the whole school pathway in sport by working closely with the Head of Junior School PE.
- Develop and embed a programme of sport that will enhance and improve Sibford School's local, and national reputation for sport
- Ensure provision of programmes to cater appropriately for all levels of ability, and to support the development of individual talent.
- Ensure the provision of appropriate sports and activity programmes
- Ensure that all teams in all sports play an appropriate number of quality fixtures.
- Ensure that the standards of kit and equipment are in line with expectation and promotes the Sibford School brand.
- Ensure that pitches are prepared and maintained to the highest standard, in liaison with the Head Groundsman.
- Ensure that all visiting teams and guests are appropriately welcomed and cared for during their visits to Sibford School.

Other responsibilities:

- Have direct line management of the all member of the sports department
- Support the Heads of House in developing programmes of inter-house matches/competitions.
- Ensure that sports risk assessments are completed, and that Health & Safety standards are monitored and maintained
- Manage the relevant sports budgets.
- Chair the Sports Department Meeting and attend and contribute to Academic Board and Health and Safety committee meetings
- Hold sport development and review meetings with each member of the department.
- Work with the Sports Centre Manager to find the balance between pupil and community use of the Sports Centre during term time and in relation to all operational matters
- Provide reports to the Deputy Head on progress against the agreed strategy and other matters of interest
- Liaise with the Deputy Head on INSET for teaching and specialist sports staff
- Teach Physical Education subject lessons and coach sports teams



PERSON SPECIFICATION

Requirements	Essential	Desirable
Educational attainment	<p>A recognised teaching qualification.</p> <p>An appropriate degree in Sport, enabling the teaching of Physical Education at A level/CTEC.</p>	
Knowledge required	<p>Expert knowledge of Sport and Physical Education, and the ability to teach Sport to A-level/CTEC.</p> <p>Sympathy with the Quaker ethos.</p>	
Experience required	Demonstrable experience of working at management level	Experience of operating at Director of Sport level
	Proven track record of developing and managing successful sports programmes	
	Experience of working with Sport and Physical Education in schools.	
	<p>Experience of working with children of a wide ability range</p> <p>Experience of enhancing development of skills and talent.</p>	



PERSON SPECIFICATION

Requirements	Essential	Desirable
Skills and aptitudes required	A team player and the ability to work flexibly with a range of stakeholders	
	Ability to lead and inspire pupils of all ages and levels	
	Excellent communication and interpersonal skills	
	Excellent organisational skills and the ability to prioritise workload and comply with tight deadlines	
	Experience of being a form tutor and delivering exceptional pastoral care.	
Interests	Commitment to continued professional development.	
Personal qualities required	Professional manner, results driven and the desire for continual development and improvement, ensuring excellent in sports	
	Confidentiality, a sense of humour, organisation, creativity, reliability.	
Circumstances	Participate fully and actively in the boarding life of the school with associated duties and responsibilities. Part time staff are expected to take a proportion of these responsibilities.	



THE APPLICATION PROCESS

Thank you for showing an interest in our school and the vacancy which we are currently advertising.

You can complete the application online via the school website here: [Work With Us | Sibford School](#).

If you have any questions or queries, please contact the HR department: hr@sibfordschool.co.uk or call 01295 781291.

Applications will be reviewed as they are received. The School reserves the right to appoint at any stage of the recruitment process; early applications are therefore encouraged.

Sibford School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All offers of employment are subject to an enhanced DBS check.

We are unable to accept CVs due to Safer Recruitment Practices.

If you are successfully shortlisted, you will be invited for interview at the school.

Closing date for applications:
Monday 29th April 2024 at 12pm

Interview date:
Week of 29th April or 6th May 2024.

