



**Director of Sport
Candidate Information Pack**





The School

Monkton is not just a school; it's a community where every role plays a vital part in shaping the experience of those who live, learn, and work here. As a thriving boarding and day school in a stunning valley just outside Bath, we take pride in fostering a welcoming environment where people feel valued, supported, and part of something bigger.

We are always looking for ways to create a culture where both pupils and staff can reach their full potential. Whether you are starting out in your career, looking for the next challenge, or bringing years of experience to a new role, Monkton provides a supportive and inspiring place where you can thrive and grow. While our Christian ethos underpins our values of kindness, respect, and care, we welcome people from all backgrounds who share our commitment to excellence and community.



A single board of Governors oversees the entire Group of Schools (Prep, Senior and All Hallows) and Monkton is a registered charity and is incorporated as a company limited by guarantee. The Principal acts as both the Head of the Senior School and as the CEO for the Group of schools.

Monkton enjoys a very attractive rural location some two and a half miles south of the historic city of Bath. There are two main sites at this location with additional facilities at Dundas Aqueduct and Saltford.

The Senior School and Prep School have a strong boarding tradition; however, day pupils comprise one third of the intake of the Senior School and are in the majority in the Prep School. Since 1992 when it merged with Clarendon School for Girls the school has been co-educational with three boys' boarding houses and three girls' boarding houses, all in the school's immediate environs.



The School buildings are in many cases converted houses, formerly privately owned, in the village. There are also many purpose-built teaching areas and extensive playing fields; the School has two boathouses on the River Avon. Some staff live in the valley in school accommodation. There has been a major programme of rebuilding and improvement in recent years: a £4.5 million extension and rebuilding of Maths and Science Departments was completed during 2008, a completely remodelled £3.5m Music Department opened in February 2012, and a significant enlargement and refurbishment of the Art and DT Departments in 2015. Current projects are focusing



on the refurbishment of boarding accommodation, and a ten-year strategic estate review was recently commissioned.

The Department

On our unrivalled and award winning playing fields, pupils' development and successes are built on the foundation of Monkton's strong sporting tradition which is committed to providing an extensive sporting programme focussing upon breadth, participation and excellence.

We aim to produce at least two teams in every age group in each of the School's major sports: rugby, hockey, rowing, athletics, tennis and cricket for the boys and hockey, netball, rowing, tennis, athletics and cricket for the girls. Many pupils find their strengths in other individual and team sports, including cross country, basketball, badminton, golf, squash and swimming, which focus not only on fitness, competition and discipline, but also well-being and mental health.

As part of the current programme of development the outdoor Netball and Tennis courts have recently been refurbished and the Astro at the Senior School has been recently relaid.

We travel across the South West for fixtures and have had real success with developing a different focus on challenging all pupils to become creative decision-makers, adapting to the evolving demands of each of their sports which enables them to be successful and competitive.

The department has a Director of Sport (working across the Senior School and Prep School) and an Assistant Director of Sport (based at the Prep School). This is separate to and doesn't not include Academic PE in Years 10-13. In addition there are five Heads of Sport: Head of Rowing, Head of Hockey, Head of Individual Sports (Cross Country, Athletics, Swimming, etc), Head of Netball & Tennis and Head of Cricket & Rugby.. The majority of teaching staff support the Games department and there are a number of external coaches who supplement the team.



The Role

We are seeking to appoint a dynamic, good communicator with the ability to drive all aspects of the sporting life of the school. The Director of Sport will create, implement and oversee the strategic vision to ensure the continuous improvement and development of the sporting provision across the Prep and Senior School with support from the Assistant Director of Sport at the Prep School.

The position would report to the Deputy Heads Co-curricular at Monkton Senior School and Monkton Prep School.

This is an exciting role to take Monkton forward in the way it looks at its sporting provision as a whole school. The Director of Sport will work closely with the Senior Leadership Teams to assist with the running and implementation of the school's sports programme and provision, and ensuring a cohesive and broad-minded approach to school sport. They will have responsibility for leading the department, incorporating whole school policies and working with other departments in the school as necessary. They will develop and deliver the overall strategy and objectives of the department and the creation and implementation of the school's strategic direction in Sport.

Responsibilities will include:

Strategic

- To oversee the strategic direction of sport at Monkton
- Oversee the development of a 3-18 curriculum/Monkton Brand for all sports
- To ensure consistency and effective use of resources across the schools.
- To support the strategic aims of our co-curricular programme of breadth, participation and excellence.
- To ensure effective pathways for scholars and elite athletes
- To develop links with external providers.
- To review the staffing structure, supported by the Deputy Heads, annually
- To ensure that amongst the team of those delivering sport at Monkton there were appropriately designated role models for both boys and girls.
- To aim to encourage all pupils to develop a lifelong love of sport



General

- Having oversight of the whole school Sport programme. (This is separate to and does not include Academic PE in Years 10-13)
- To have a particular focus on year 7-9 transition, communicating strategy clearly with students, parents and staff
- To share expertise, training sessions etc to support coaches across the schools, seeking ways to actively avoid any potential bias towards their own sport.
- To work with the Bursary to manage the sport budget across the schools, including salaried sports staff and external coaches.
- To work as a key part of the Co-curricular Team, including the head of Expressive Arts, Clubs and other groups, to ensure we always look to the interests of individual pupils.
- Support links with feeder schools working with the Head of Admissions.
- Actively promote Monkton Sport, using Social Media, Monktonian, Newsletters etc.
- To oversee the allocation of sports scholarships across the schools and meet regularly with each individually or in small groups.
- Liaise with external agencies and providers as appropriate.
- To meet regularly with the Deputy Heads of each school, agreeing strategic priorities and targets and reviewing operational effectiveness of implementation
- To line manage the Assistant Director of Sport, Heads of Sport and any external coaches.
- To work on Sundays and in the school holidays to run tours, camps, preseason and individual lessons to ensure the vision of the department and whole school are achieved and well managed which is likely to equate to at least 15 days but will be overseen by the Deputy Heads.
- To have an equivalent of 30 x 40 minutes contact time each week
- Teach PE to year 9 and below if required but unlikely to include GCSE and A-Level PE teaching.
- Liaise regularly with the medical centre regarding injuries and off games pupils and paramedic provision

Administrative

- To plan the timetable of sport across the school
- To work with the Heads of Sport to ensure there is an appropriate and balanced fixture card in each sport including tours, tournaments, cup matches and pre-season
- To be the second point of contact for parents in the Senior School or Prep School i.e. if the enquiry can't be dealt with by the Head of Sport.
- Work with the Heads of Sport to ensure that there is a detailed weekly schedule for pupils and staff appropriately communicated.
- Ensure systems for attendance monitoring and follow up are effectively implemented



- To look to develop appropriate KPIs for the different Monkton sports to evaluate success.
- To ensure appropriate risk assessments are in place.

Other

- To be involved in the wider life of the school through boarding duties, tutoring etc.

Note: The post holder may be reasonably required to perform duties other than those given in the job description for the post. The particular duties and responsibilities attached to posts may vary from time to time without changing the character of the duties or the level of responsibility entailed. The post holder may be reasonably required to conduct similar duties given in the job description within other parts of the school.

Coaching Ethos: Monkton staff are committed to continuing to hone and improve our practice in different areas. We intentionally reflect on our professional development throughout the year. As part of this, and to support it, we train staff in coaching skills, and staff coach each other, as well as gaining valuable skills to use day to day. Over the next three years, our aim is to train all staff in coaching.



Person Specification

		Essential	Desirable
Qualifications	Educated to degree level or equivalent	✓	
	A recognised teaching qualification or appropriate coaching qualifications	✓	
	Clean valid driving license (to move between sites) or other form of transport		✓
Experience	Will need to have the professional competence and experience required to fulfil the duties outlined.	✓	
	Experience of using databases, email, the internet and other IT systems.	✓	
	Successful experience of delivering a differentiated curriculum to pupils with a wide range of needs.	✓	
	Successful experience of managing an effective classroom environment to support pupil learning and positive behaviour.		✓
Knowledge And Understanding	Knowledge of relevant regulations and guidelines	✓	
	Equal Opportunities, Health and Safety and Child Protection	✓	
	National minimum standard of boarding schools		✓
	Evidence of the ability to promote a positive ethos and pride in the School together with high standards of education, care and behaviour	✓	
	Awareness of safeguarding and pastoral issues, including those relevant to boarding, and coeducation	✓	
	Equal Opportunities, Health and Safety, and Child Protection	✓	



<p>Skills</p>	<p>Good listening skills, patience and an understanding of the emotional needs of the full age range of pupils at Monkton.</p> <p>Proven ability to use ICT in the organisation and management of their role</p> <p>Ability to contribute significantly to the school's co-curricular program</p> <p>Excellent oral and written communication skills</p> <p>An ability to write and resource schemes of work</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
<p>Personal Attributes</p>	<p>Ability to exemplify the highest professional standards at all times, to prioritise and be well organised</p> <p>Commitment to personal development, innovation and change</p> <p>Ability to cooperate proactively, and to inspire, motivate and support pupils, staff, parents/carers and colleagues</p> <p>Calmness under pressure, resilience, commitment and confidence</p> <p>Full sympathy with the Christian ethos of the School and be able to take the Christian perspective into account in counselling situations, while being sensitive to those with different or uncertain beliefs.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	



Safeguarding

Monkton Combe School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and Disclosure and Barring Service.

- [Child Protection \(Safeguarding\) and Staff Code of Conduct and Behaviour Policy, including EYFS](#)
- [Equal Opportunities Policy, including EYFS](#)

Diversity Statement

We seek passionate individuals who live out our four core values (confidence, integrity, humility and service) and inspire our bright, curious and enthusiastic students. Monkton thinks differently. We appreciate and value difference, and our ambition is to attract, develop and retain a diverse mix of talented people that will contribute to our ethos and values.