



JOB DESCRIPTION

HEAD OF PERFORMANCE SPORT

(ACTING DIRECTOR OF SPORT MATERNITY COVER FOR YEAR 1)

 **WIMBLEDON
HIGH SCHOOL**

EX HUMILIBUS EXCELSA

GDST
GIRLS' DAY SCHOOL TRUST



WIMBLETON HIGH SCHOOL

At Wimbleton High School we are proud to do things differently. We are a high-performing school for intellectually curious girls – girls who go on to achieve great things, yet who remain grounded and who are ready to throw themselves into school life.

We have been offering an outstanding education since 1880 on our central Wimbleton site: inspiring lessons encourage edgy thinking and cross-curricular links foster truly interdisciplinary learning that encourages problem solving and puts creativity at its heart.

This can only be done, of course within a warm and caring community, where students feel

supported as they try something new, fail, try again and fail better. There is always lots of fun to be had along the way, but of course the end results speak for themselves: consistently excellent A Level and GCSE results taking girls to a whole variety of university courses and careers beyond.

Our co-curricular programme is extensive, so that imagination in and out of the classroom is fired. Our aim is to prepare confident, fearless young women, ready for a future where intellectual agility and resilience will be key. We want our girls to stride out of Wimbleton High School into the world and shake it up.



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As Sport at Wimbledon High continues to flourish, this new role will be crucial in our progression and development, ensuring that the provision for our most able sportswomen is sector leading.

The Head of Performance Sport will lead and drive forward the development of provision for Sport Scholars and elite athletes in the continued pursuit of excellence. S/he will work with the Director of Sport to implement current plans for the strategic development of sport and sporting facilities at WHS.

The applicant is likely to be a specialist in one of Wimbledon High's competitive sports, although applications from all specialisms are welcome.

JOB PURPOSE

The post holder will be responsible for enhancing the provision of sport for Sport Scholars and elite athletes within the school, where development of a robust programme of Sport Science (Physiology, Nutrition, Strength and Conditioning and Psychology) is at the heart of the education.

ACCOUNTABILITY AND RESPONSIBILITY

Accountable to the Director of Sport

Policy/Strategic Direction and Development

- The Head of Performance Sport will lead and drive forward the development of provision for Sport Scholars and elite athletes in the continued pursuit of excellence. S/he will work with the Director of Sport to implement current plans for the strategic development of sport and sporting facilities at WHS

Specifically, s/he will:

- Evaluate the current model and then develop and implement an overall strategy for sport scholars and elite athletes liaising with Heads of Sport
- Development of a robust programme of Sport Science (Physiology, Nutrition, Strength and Conditioning and Psychology) to support Performance teams but also to provide individualised tailored support as part of mentoring elite athletes.
- Lead on the mentoring of Sport Scholars, delegating as appropriate to members of the department ensuring students have the most appropriate support and role model for their individual needs.
- Take the lead in demonstrating to staff, students and parents the importance of excellence in physical education, both curricular and co-curricular
- Contribute to whole school policy-making and strategic planning as required by the Head
- Prepare, monitor and update annual departmental plans in consultation with colleagues
- Have oversight of the fixtures planned by Heads of Sport ensuring challenge at the Performance level is appropriate and fair and that the programme encourages the widest range of participation in sport
- Despite a focus on elite sport, still encourage participation and engagement with sport for all in the school, at an appropriate level in a variety of contexts and promote excellence in teaching and learning, aiming for all pupils to find an activity that encourages a lifelong interest in fitness or physical activity for their own well-being



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- Oversee the enrichment of provision through Performance tours, trips and other activities beyond the curriculum ensuring development in quantity and quality of opportunities
- Responsible for planning and leading Annual Sports Award celebration
- Develop the departments' approach to, and lead on, the use of technology to analyse and evaluate performance.

Leadership & Management of Others

- Lead and manage Heads of Sport (specifically Cricket, Hockey, Netball and Rowing) developing, deploying, motivating and appraising to ensure that they have clear expectations of their roles

Marketing & External Links, including Public Occasions

- Encourage Heads of Sport to develop, lead and manage links with local clubs and National Governing Bodies
- With the support of the Sports Administrator, communicate news about sport scholar and elite athlete achievements to pupils, parents, governors and the wider community
- Support the Director of Sport in promoting clear, prompt and effective communication about fixtures, training, policies, etc., with parents, pupils and staff, particularly those that involve the Performance Squads
- Actively promote the department within the school community to encourage pupils' interest in the subject area
- Contribute to the positive promotion and marketing of the school and the GDST in the local and wider community

- Lead the department's contribution to marketing events and external links

Administration

- Liaise with the Director of Sport on the budgeting for Scholars' provision
- Liaise with Heads of Sport and the Assistant Director of Sport to identify future resourcing needs and aspirations for the department and make representations for such expenditure
- Ensure that all resources are fit for purpose and used in accordance with health and safety guidelines

Training & Development of Self and Others

- Set personal targets (through PDP) and take responsibility for own continuous professional development
- Be proactive in identifying training needs of those that you manage within the department, ensuring that they are appropriately met, and that staff are active in their own personal and continuous professional development
- Liaise with your line manager on INSET and staff development

Health & Safety

- Ensure your contribution to reporting accidents and near-misses



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Pastoral

Work with colleagues to create a positive culture of student welfare and behaviour, including taking an active role in pastoral matters, by:

- Supporting and contributing to the school's responsibility for safeguarding and promoting the welfare and well-being of students
- Being aware of school safeguarding procedures and taking appropriate action within these procedures when necessary, working with colleagues and external agencies and services
- Maintaining good order and discipline among the students and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere
- Liaising with appropriate Heads of Year about students
- Leading and participating in Assemblies
- Adhere to school and GDST policies
- Contribute towards organising, participating in or delivering on the school's programme of extra-curricular activities
- In accordance with GDST policy, provide cover for absent colleagues by supervising and so far as is practicable, teaching pupils
- Participate in meetings at the school which relate to the curriculum or the administration or organisation of the school, including pastoral arrangements, or for any purpose as reasonably decided by the Head
- Contribute to the whole school duty schedule
- Attend all relevant parents' meetings, which may take place in the evening
- Support pupils and colleagues by attending some school productions, functions, trips and events as appropriate, and contributing, where possible, to the wider life of the school
- Carry out such other associated duties as are reasonably assigned by the Head

GENERAL REQUIREMENTS

All school staff are expected to:

- Work towards and support the school vision and the current school objectives outlined in the School Development Plan
- Maintain high professional standards of attendance, punctuality, appearance, and conduct. Demonstrate positive and courteous relations with students, colleagues, parents and any external personnel

REVIEW AND AMENDMENT

This job description should be seen as enabling rather than restrictive and will be subject to regular review.



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The full Person Specification is below but in particular the successful candidate should:

- Have an excellent level of subject knowledge
- Be able to inspire and engage students throughout their learning.
- Be willing and able to contribute broadly to the sporting programme at Wimbledon High
- Commit to after-school practices and Saturday morning sport across all three terms.

SKILLS REQUIRED

The successful candidate will have the following key skills and attributes:

ESSENTIAL

- Leadership: the ability to lead and manage the department to work towards a common goal
- Decision making: the ability to solve problems and make decisions
- Teamwork: the ability to work collaboratively with others
- Communication: the ability to make points clearly and understand the views of others both orally and in writing
- Self-management: the ability to plan time effectively and organise oneself well
- IT skills (Microsoft Office, cloud-based technology, SOCS)

DESIRABLE

- First Aid Certificate
- Minibus Driver
- Lifeguard (or equivalent) qualification

KNOWLEDGE BASE

ESSENTIAL

- Excellent professional knowledge and understanding
- Excellent subject knowledge
- Understanding of national and examination curricular requirements of the subject
- Up-to-date with professional developments in the subject and other aspects of education

QUALIFICATIONS/ ATTAINMENT

ESSENTIAL

- Qualified teacher status
- Good honours degree in a related subject

DESIRABLE

- Postgraduate qualification

EXPERIENCE

ESSENTIAL

- Proven teaching experience at secondary level
- Experience of leading and managing staff

DESIRABLE

- Experience of leading and managing staff through periods of change
- Experience of budgeting/financial management and resource management



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PERSONAL ATTRIBUTES

ESSENTIAL

- Ability to take a strategic view but be able to focus on the detail
- Ability to remain calm when under pressure
- Have a “can do” approach
- Possess a positive attitude and approach to change and development
- Flexible and firm with the ability to know when to be either
- Enjoy rising to the challenges inherent in a school environment
- Comfortable communicating with a senior management team
- Excellent organisational skills
- Demonstrates a fairness and consistency in all dealings with students
- Energy and enthusiasm

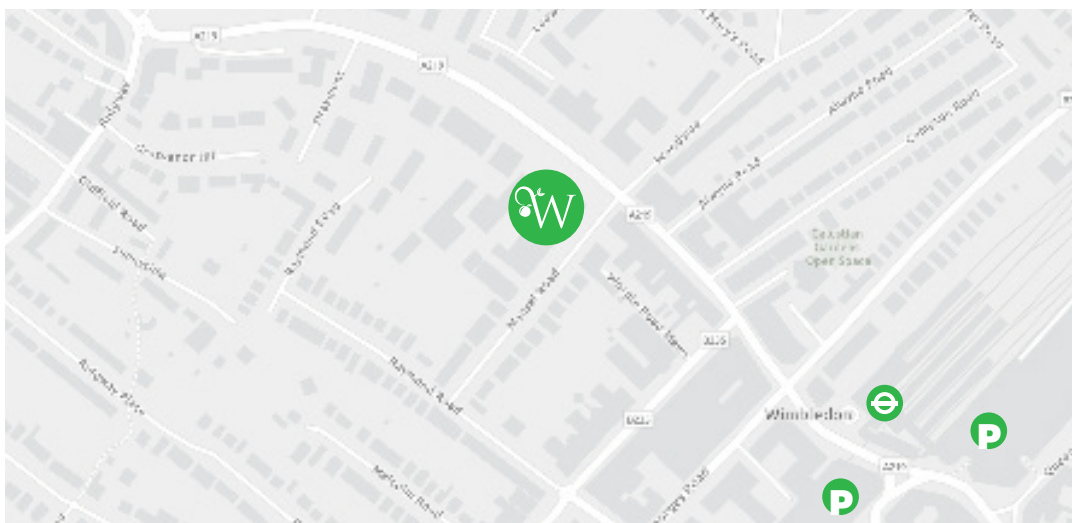
- Able to demonstrate the positive values, attitudes and behaviour we expect from our students
- Reliability and integrity
- Willingness to contribute to the co-curricular life of the school
- Willingness to attend after-school practices and fixtures as well as Saturday morning sport
- A commitment to personal development and taking responsibility for it
- A positive motivation to work with children and young people

DESIRABLE

- Excellent networking, influencing and negotiating skills, including the ability to collaborate and build partnerships



LOCATION



Wimbledon High School is conveniently situated in the heart of Wimbledon.

The station is a few minutes' walk away, serving National Rail, London Underground and Tramlink.

Buses 93, 493, 200, 57 and 131 stop nearby.

If you are driving to Wimbledon to visit the school, please use one of the two public car parks marked on the map and allow plenty of time.

Parking in Mansel Road and surrounding roads is limited to a few metered bays.

We regret that there is no visitor parking available on the school site.

Our playing fields are at Nursery Road, a ten minute walk down Worple Road.

Wimbledon High School
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Head
Ms Fionnuala Kennedy

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