

Job Title: **Boarders Gym Supervisor & Inter house Sports Coordinator**

Job Purpose: To assist boarding students in the use of the apparatus – ensuring safe practice at all times. To plan and oversee the Inter boarding house sports competition.

Responsible to: Head of Boarding

Responsible for:

1. Assessing fitness levels by use of PARQ forms, standard fitness tests and discussions with participants.
2. Evaluating current levels of technique.
3. Creating personal fitness programmes, in conjunction with boarders.
4. Create and schedule an inclusive inter house sports competition for boarders
5. Updating fitness programmes on a regular basis.
6. Monitoring attendance of boarders who use the gym
7. Motivating and inspiring participants.
8. Internal marketing of the resistance/fitness suite and inter house sports competition to boarders
9. Organising participant personal challenges and competitions.
10. General maintenance of equipment, carrying out regular checks for any defects and ensuring that they are addressed.
11. Setting up and putting away of sports hall equipment.
12. Reporting any faults and defects to the maintenance contractor.
13. Reporting an accidents or first aid incidents by completing relevant paperwork.
14. Complying with the requirements of the Health and Safety at Work Regulations. To take reasonable care for Health/Safety of him/herself, and for others affected by his/her work and to co-operate with the employer in ensuring that Health and Safety responsibilities are carried out.
15. Prioritising the safeguarding of all students and participating in training on safeguarding matters.
16. Contributing to the elimination of unlawful discrimination, harassment and victimisation; advancing equality of opportunity and fostering good relations between people who share a protected characteristic and those who do not.
17. Any other duties as may reasonably be required by the Principal.

Head of Boarding
June 2022

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Reporting To : Head of Boarding

Essential

- Level 2 Gym Instructors Award
- Previous Gym Experience
- Physically fit
- First aid qualification or willing to be trained
- Good self-organisational skills
- Basic computer literacy
- Flexibility in hours available
- Interpersonal skills appropriate for dealing with students and staff
- Empathy with the needs of 16-19 age group
- Basic knowledge of a range of team sport rules or willingness to learn
- Committed to the protection and safeguarding of children and vulnerable adults
- Committed to the principles of equality, diversity and inclusion

Desirable

- CLAIT / RSA/Computer literacy
- GCSE Maths & English
- Good team worker

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Terms & Conditions

Six hours a week (two on each of three nights) and 39 weeks a year which is term time plus Enrolment Week (0.1372 FTE). The current evenings are Tuesdays, Thursdays and Sundays 8 pm to 10 pm, although this could be reviewed. On the Support Staff Scale on point 29, currently £25,181 per annum FTE. Actual salary £3,455 per annum.

Membership of the Local Government Pension Scheme.