



# The Wykeham Collegiate

Member of the Independent Schools' Association of Southern Africa

July 2017

## **JUNIOR SCHOOL HEAD OF SPORT JOB DESCRIPTION**

### **FULL TIME POST**

### **Starting 1 January 2018**

The successful candidate will:

- Contribute positively to the ethos and values of the school
- Have SACE accreditation
- Have evidence of clearance with the Child Protection Act and Sexual Offences Register
- Have the ability to use technology to enhance learning
- Possess effective communication skills, verbal and written
- Be energetic and innovative
- Have positive interpersonal skills
- Have effective time management skills
- Have strong organising, planning and reporting skills
- Be self- motivated and organised

In addition, the successful candidate will:

- Be qualified in Physical Education, or similar.
- Possess a valid driver's licence and be willing to obtain a Public Driving Permit (PDP)
- Have experience in running a school sport department
- Have experience in coaching a variety of Junior School sports
- Be able to teach Physical Education to Junior School pupils
- Be able and willing to organise and arrange various sporting events across the Junior School
- Be computer literate and able to manage a budget
- Have the ability to effectively collaborate and work closely with others in a team environment
- Have strong leadership, management and coaching skills
- Manage and mentor allocated staff members