

JOB TITLE:	PE and School Sport Support Officer
DATE:	May 2021
STATUS:	Final

CRITERIA	Essential/ Desirable	Application	Tasks	Interview	Vetting Checks
Knowledge and qualifications					
1. Good standard of literacy, numeracy and IT skills	E	✓	✓		✓
2. First Aid Qualification	D	✓			✓
3. NGB Level 2 Coaching Qualification or equivalent.	E	✓		✓	✓
4. Educated to Degree Level	D	✓		✓	✓
Experience					
5. Ability to deliver high quality physical activity sessions based upon the needs of young people.	E	✓	✓		
6. Managing and delivering activity programmes and events	E	✓		✓	
7. Planning, delivering and evaluating activity sessions for young people	E	✓	✓	✓	
8. Ability to support the School Games Organiser in some aspects of the delivery of the School Games programme	E		✓	✓	
9. Team teaching or mentoring staff or upskilling teaching staff	E	✓		✓	
Skills and competencies					
10. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline	E			✓	✓
11. Good Planning and Organisational Skills	E	✓		✓	

12. Physical fitness appropriate for the post which will include setting up sports equipment	E	✓	✓	✓	✓
13. Can work with minimal supervision, manage a varied workload and to tight deadlines	E	✓		✓	
14. Complete administrative tasks accurately	E	✓		✓	
15. Work as part of a team; being hands on wherever necessary	E	✓		✓	
16. Communicate both orally and written to a good standard	E	✓	✓	✓	✓
17. Commitment to Continuous Professional Development	E	✓		✓	
18. Full Driving Licence and use of a vehicle	E	✓		✓	✓
19. Flexible and adaptable	E	✓	✓	✓	
20. Self-motivated, energetic and hard-working	E	✓	✓	✓	
Other					
21. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role	E	✓		✓	✓
22. No concerns about medical fitness that is considered to make the candidate unsuitable for this particular role	E				✓
23. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible	E	✓	✓	✓	✓