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| **Job Description** | |
| **Post title** | Specialist PE Teacher (SSP) |
| **JE Reference No** | N/A |
| **Grade** | MPS/UPS |
| **Service** | Children and Young People’s Services |
| **Service Area** | Education & Skills – Professional Support & Development |
| **Reporting to** | The Postholder will be accountable to the School Sport Partnership Manager. |
| **Location** | Your normal place of work will be an agreed location, but you may be required to work at any Council workplace withing County Durham. |
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| **DBS** | This post is subject to an enhanced disclosure. |
| **Flexitime** | This post is not eligible for flexitime. |
| **Politically restricted** | This post is not designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State. |

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| **Description of role** |

This role will involve co-ordinating the planning of PE and School Sport across the Partnership.

The post holder will be required to improve the quality of teaching and learning within PE and school sport across the Partnership and assist schools to access both the National School Games and SSP competitions & events

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| **Duties and responsibilities** |

* To co-ordinate the planning of PE and School Sport across the School Sport Partnership
  + Lead the work with Primary Schools focussing on the professional development of school staff in line with identified need.
  + Enhance support to primary schools in the form of teacher and school staff CD using a variety of methods.
  + Work in conjunction with other PE Specialists and the Education Durham to ensure PE & School Sport in the partnership is in line with the County strategy.
  + Disseminate information with regards to teaching and across the partnership as appropriate, working closely with the other PE specialist Teachers to ensure consistent delivery.
* To improve the quality of teaching and learning within PE and School Sport across the cluster of schools and SSP
  + Work with identified staff in schools and assist their continued professional development in High Quality PE.
  + Work collaboratively (team teaching, observations, planning) with colleagues to improve their confidence to deliver High Quality PE.
  + Deliver INSET and provide models, expertise, and resources to enable colleagues to provide High Quality PE.
  + Undertake and cascade new training initiatives and developments.
  + Provide written reports on the impact in schools following professional development interventions.
  + Maintain up to date reports for the SSP on work undertaken in schools.
  + Promote the role of High-Quality PE and School Sport and its benefits to all young people.
* To assist schools to access the National School Games and SSP competitions and events.
  + To work with the SSP Manager/SGO, to deliver National School Games and SSP competition opportunities for young people.
  + Lead sports competitions/developments as directed by the SSP Manager
  + Provide opportunities for young people to develop leadership qualities and provide opportunities for pupils to access high quality facilities through festivals and competitions.
  + Help schools to work towards the National School Games Mark and County Infant Sports Award.
* Be prepared to work as a member of the School Sports Partnership ream and undertake duties that support other team members as may be directed by the SSP Manager.

In the ever-changing world of sports development, we pride ourselves on our strength of delivery, partnership working and our ability to build a sustainable future for school sport. If you feel you have the desire and necessary skills to fulfil our requirements, then we look forward to hearing from you.

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| **Organisational responsibilities** |

* **Values and behaviours**

To demonstrate and be a role model for the council’s values and behaviours to promote and encourage positive behaviours, enhancing the quality and integrity of the services we provide.

* **Smarter working, transformation and design principles**

To seek new and innovative ideas to work smarter, irrespective of job role, and to be creative, innovative and empowered. Understand the operational impact of transformational change and service design principles to support new ways of working and to meet customer needs.

* **Communication**

To communicate effectively with our customers, managers, peers and partners and to work collaboratively to provide the best possible public service. Communication between teams, services and partner organisations is imperative in providing the best possible service to our public.

* **Health, Safety and Wellbeing**

To take responsibility for health, safety and wellbeing in accordance with the council’s Health and Safety policy and procedures.

* **Equality and diversity**

To promote a society that gives everyone an equal chance to learn, work and live, free from discrimination and prejudice and ensure our commitment is put into practice. All employees are responsible for eliminating unfair and unlawful discrimination in everything that they do.

* **Confidentiality**

To work in a way that does not divulge personal and/or confidential information and follow the council’s policies and procedures in relation to data protection and security of information.

* **Climate Change**

To contribute to our corporate responsibility in relation to climate change by considering and limiting the carbon impact of activities during the course of your work, wherever possible.

* **Performance management**

To promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. Contribute to the council’s Performance and Development Review processes to ensure continuous learning and improvement and to increase organisational performance.

* **Quality assurance**

To set, monitor and evaluate standards at individual, team and service level so that the highest standards of service are delivered and maintained. Use data, where appropriate, to enhance the quality of service provision and support decision making processes.

* **Management and leadership**

To provide vision and leadership to inspire and empower all employees so they can reach their full potential and contribute to the council’s values and behaviours. Managers and leaders must engage in personal development to ensure they are equipped to lead transformational change; always searching for better ways to do things differently to meet organisational changes and service priorities.

*The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by your manager.*

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| Person specification | | |
|  | Essential | Desirable |
| Qualifications | * Degree Level or equivalent. * Qualified Teacher Status. | * Evidence of further study/relevant professional qualifications. * NGB Coaching Awards * Desire to undertake further CPD as appropriate to role. |
| Experience | * At least 5 years recent teaching experience * Primary Physical Education experience. * Experience of delivering staff training to Primary Teachers. * Experience of delivering extra-curricular PE activities. * Working with a range of people including young people, teachers, and coaches. * Producing, implementing, and evaluating development plans. * Multi-agency partnership working. * Developing competition structures/pathways. * Managing projects from start to completion. | * Managing change & new initiatives. * Experience of delivering Sports Leadership training. |
| Skills & Knowledge | * Highly developed communication and interpersonal skills. * Ability to work strategically in upskilling Primary Staff from EYFS to Year 6 across all areas of the national curriculum. * Strong leadership skills. * Effective personal organisation, time management, ability to meet deadlines. * Ability to advocate and negotiate effectively. * Ability to motivate and enthuse others to achieve results. * Good ability and working knowledge of Microsoft office packages including internet access and e-mail. * Role of School Sport Partnership in supporting the 5 Key Indicators of Primary Sports Premium Funding. * Knowledge of the local/ national agenda for sport development and government initiatives such as National School Games, Active 30. * Knowledge of the role of Local Authority, Active Partnerships, NGB’s in sport development. * A clear vision and understanding of the role of PE, School Sport and Community Sport in the lives of young people. * Knowledge of how PE & Sport can be used as a vehicle for whole school improvement. (Including extra-curricular activities). | * ICT Skills * Use of ICT in PE teaching * Working knowledge of local, regional, and national sports organisations. * Knowledge and understanding of leadership, volunteering, and officiating accreditations. |
| Personal Qualities | * A passion for Sport/PE and the positive contribution it makes to the lives of all young people. * Ability to establish effective working relationships with individuals, groups and organisations and work to achieve shared goals. * Commitment and enthusiasm with the ability to enthuse and motivate others. * Reliability, consistency, and integrity. * Commitment and willingness to adopt flexible working hours as and when necessary. |  |