

Stephen Perse

Cambridge



# Sports Coach (Part-time) JD & PS

[stephenperse.com/currentvacancies](https://stephenperse.com/currentvacancies)

## History of Stephen Perse

The Perse Girls School, founded in 1881, evolved into the Stephen Perse Foundation in 2007, and first admitted boys to its Senior School in 2017. Stephen Perse has grown over recent years, adding a co-educational sixth form to its highly successful Senior School in 2008, and four nurseries and early years settings (three in Cambridge and one at Dame Bradbury's in Saffron Walden) between 2010 and 2021. Stephen Perse has been fully co-educational in all settings since 2017 and now comprises four nurseries, two junior schools, a senior school and sixth form.

Predominantly a day school, there are currently 60 (mainly sixth form) boarders. As well as its reputation for academic excellence, Stephen Perse is renowned for an innovative approach to education, and a focus on preparing students for the future.





## Our Mission Statement

At Stephen Perse, our mission is to educate and inspire the contributors to tomorrow's world: intelligent young people with the creativity, compassion, confidence and conviction to question, evaluate and improve society.

## Our Vision Statement

To deliver this mission, our vision is to create and sustain an outstanding educational environment that:

- Fosters modern scholarship through exceptional teaching and a dynamic, flexible and rigorous academic curriculum.
- Provides outstanding breadth of opportunity and quality of experience through a rich and varied co-curriculum.
- Nurtures and celebrates individuality, wellbeing, personal development, and contribution to the growth of others, through superb pastoral care, social and emotional education, and learning support.
- Champions and models equality, diversity and inclusivity, and social and environmental responsibility with a global outlook.

## Our Values Statement

With excellence and creativity in teaching and learning at the core of each of our schools and nurseries, we value the positive difference our students can make in the world through:

- Scholarship and the advancement of knowledge and understanding.
- Kindness, courtesy, inclusivity and collaboration.
- Diligence, independence and self-reliance.
- Humility, reflectiveness and the pursuit of self-improvement.
- Character, individuality, wellbeing and confidence.
- Conserving the environment and living sustainably.

*Welcome from the Principal*

## Richard Girvan

Stephen Perse is a leader in modern independent education, superbly well placed, both to meet the challenges, and to seize the opportunities, presented by its future.



Any school, indeed, any group of schools, is only as strong as its people. Stephen Perse boasts exceptional people across all of its schools and nurseries, and invests in their recruitment, development and empowerment to ensure our pupils benefit from excellent role models, outstanding support and exceptional teaching. As Principal, I consider this investment in our people to be of utmost importance.

At Stephen Perse, all are united in embracing the modern world and in seeking to help our pupils to find and take their place in it, as confident, socially responsible adults. We seek to attract people who are inspired by this challenge, people who share our values, people who are passionate about our collective vision of developing the change-makers of the future.

**Richard Girvan**

*Principal*

# Sports Coach (Part-time) JD & PS

## Responsible to: Director of Sport

**Location: Stephen Perse Cambridge Senior School and Sixth Form**

### Role Description

In this role, you will be responsible for delivering high-quality coaching across a variety of sports, with a specific focus on Hockey and / or Basketball. Delivery will be to students at both competitive and recreational levels, providing opportunities for those with a passion for high-performance sport while ensuring that all students are supported in enjoying and participating in sports. Your primary objective will be to promote effective learning, achievement, and the overall development—educational, social, and personal—of all students under your care, consistent with the aims of the School and the unique needs of each individual.

### Your role within the PE department

We are a large, busy and hardworking department of Physical Education specialists and coaches who specialise in certain sports. As a team, we are passionate about sport and aim to provide opportunities for all of our students

regardless of sporting ability.

All lessons are taught to students by PE specialists and their support team and this allows for a smooth transition between the key stages. A variety of sports are taught within the curriculum whilst our extensive extra-curricular programme provides opportunity for students to further develop their skills.

As a member of our department, you can expect to have a busy and varied timetable working alongside supportive and dedicated colleagues.

### Main Responsibilities

#### Effective communication and engagement with children, young people and their families and carers

- To coach Games lessons in Key Stage 3, 4 and 5.
- To contribute to our fixtures programme through preparing teams and running matches and competitions, both on week days and some

Saturdays.

- Contribute to our extra-curricular club provision through the delivery of sports clubs.
- Coach consistently high-quality sessions.
- Provide clear and accurate reports of student progress and targets for improvement through the schedule of annual reporting.
- Establish constructive relationships with parents/carers, exchange information, facilitate their support for their child's attendance, access and learning and support home to school and community links.
- Provide advice and guidance to parents as required and appropriate.

#### Coaching responsibilities

- Be a role model for students, inspiring them to be actively interested in PE.
- Prioritise and manage time effectively, ensuring continued professional development in line with the role.

- To follow the school policies and procedures.
- To maintain discipline in accordance with the school procedures, and to encourage good practice with regard to punctuality, behaviour and standards of work.
- Follow schemes of work for PE at all Key stages as set out by the curriculum leader.
- Promote aspects of Personal Development related to PE.
- Updating professional knowledge and expertise as appropriate to keep up to date with developments in coaching practice and methodology.
- Ensuring a high-quality learning environment within the PE area.

### General responsibilities

- Act as an excellent ambassador for Stephen Perse at all times.
- Undertake other duties as agreed with the leadership team.
- Build and maintain good working relationships with all Stephen Perse colleagues.
- Assist as necessary in other Stephen Perse areas at peak times.
- Work at all times towards the aims and goals of Stephen Perse and any

individual objectives and targets you may have agreed.

- Proactively identify areas for improvements within Stephen Perse.
- Actively promote the Stephen Perse Equal Opportunities Policy, encouraging staff awareness and participation in all areas.
- Act in accordance with the Data Protection principles at all times.
- Adhere at all times to Stephen Perse operational and employment policies and procedures.
- Take care of your own health and safety and that of people who may be affected by what you do (or do not do).
- Cooperate with others on health and safety, and not interfere with, or misuse, anything provided for your health, safety or welfare.
- Follow the training you have received when using any work items Stephen Perse has provided.
- Adhere to the Stephen Perse Privacy Notice and ensure private and confidential data is kept secure and disposed of in the appropriate manner.

This job description is not necessarily comprehensive and the position holder will be required to carry out such other duties as may reasonably be required within the

general scope and level of the post.

## Safeguarding and welfare of children

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the Stephen Perse Safeguarding and Child Protection Policy statement at all times. If, in the course of carrying out the duties of the post, the role-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns

to the School's Designated Person or the Stephen Perse Designated Safeguarding Lead. All employees of Stephen Perse adhere to the Safer Working Practices guidance and all teaching staff are required to adhere to the Teaching Standards which can be **found on the government website.**

# Person Specification

	Essential	Desirable	Assessment Method
<b>Qualifications</b>	QTS or coaching qualifications	Qualification in one or more of our major games  Other sporting qualifications  First Aid qualification	Application Form  Production of the Applicant's certificates at interview
<b>Knowledge &amp; Experience</b>	Good knowledge of Hockey and / or Basketball with experience of coaching and / or playing to a high level  Able to demonstrate enthusiasm, energy and creativity in their coaching  Committed to pupils attaining the highest possible levels of achievement  Able to demonstrate active involvement in all aspects of school life	Knowledge and experience of coaching our major games such as Football, Hockey or Basketball  Familiarity in using iPads and Google Suite applications  Experience of taking pupils on fixtures  Willingness to drive the school minibuses with appropriate training  Experience of leading off-site activities	Application Form
<b>Skills &amp; Aptitudes</b>	Due to our statutory obligations in respect of safeguarding, the ability to read, understand and communicate in English to a sufficient standard to understand these obligations is required  Committed to own professional development		Interview
<b>Personal Attributes</b>	Professionalism and integrity  Dedication, energy and enthusiasm		Interview

## Terms and conditions

All appointments for Stephen Perse are subject to satisfactory reference and disclosure and barring service (DBS) checks, suitability to work with children checks, online checks, proof of identity and eligibility to work in the UK, completion of a medical questionnaire and proof of qualifications.

## Hours of work

Part-time.

## Salary

The salary will be in accordance with the Stephen Perse Salary Scale.



## Benefits

- Contributory pension scheme - matching up to 7%
- Salary sacrifice tech and cycle to work schemes
- Life assurance scheme
- Rail season ticket loan/discount on train travel on Greater Anglia rail services
- Free lunch and refreshments provided
- A loan of an iPad, for use whilst employed at the school
- Annual flu immunisation
- Many of the sites offer covered bike parking
- Free access to the Cambridge University Botanic Garden
- Private health and dental plan subscriptions (pro rata for part time)
- A staff discount on School Fees of 50% (pro rata for part time and term time) should staff have a child at any school (from Reception to Year 13) within Stephen Perse (from September 2025)

*Please note, all benefits are under periodic review and subject to change.*

## Privacy Notice

Please see our privacy policy which is available on the recruitment portal.

<http://www.stephenperse.com/recruitment>





Please apply directly by downloading an application form from our recruitment page at [www.stephenperse.com/recruitment](http://www.stephenperse.com/recruitment), or email [recruitment@stephenperse.com](mailto:recruitment@stephenperse.com) to request an application form. Please send completed application forms to [recruitment@stephenperse.com](mailto:recruitment@stephenperse.com). We are unable to accept CVs.

### The Recruitment Process

- Closing date for applications:  
**9am on Tuesday 22 April 2025.**
- Interviews will take place:  
**Week commencing  
Monday 28 April 2025.**

**References may be taken up before interview.**

### Invitation to interview and recruitment arrangements

Stephen Perse is committed to safeguarding and promoting the welfare of its pupils. Stephen Perse has a statutory duty to apply for DBS clearance and shall ask the successful candidate to complete an online form which must be cleared before the applicant can commence work. Such checks may take up to eight weeks to complete.

Stephen Perse has a legal responsibility to ensure that all its employees have the legal right to live and work in the UK. Therefore, you will need to provide original documents verifying that you are eligible to work in the UK to the interview. Details of these will be provided in the invitation to interview.

All candidates invited to interview must bring the original documents confirming any educational and professional qualifications that are necessary or relevant for the post.





Stephen Perse

Foundation

Stephen Perse (Main Office), Union Road, Cambridge, CB2 1HF

[stephenperse.com](http://stephenperse.com)



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