



HEREFORD CATHEDRAL SCHOOL

CANDIDATE INFORMATION

GIRLS' GAMES COACH

01432 363500 | HEREFORDCS.COM





SPORT AT HCS

The aims of HCS Sport are based on our desire to facilitate outstanding sporting experiences for all pupils. In particular, we aim to offer appropriate support and challenge for each individual, so that they may enjoy sport and realise their own potential. We recognise that every pupil is different, and our aim is to get to know each one; their strengths and their weaknesses. At HCS, the profile of sport is as much about the care that we provide for each individual, as it is our team success.

We offer a range of sports including cricket, football, hockey, netball, rugby, and rowing as well as athletics, basketball, badminton, fencing, equestrian, rounders and tennis. We also provide support to athletes who are involved in other sports outside school, to help them achieve their ambitions. We are deliberate in our alignment with national sporting pathways, to ensure that our aspiring young sportsmen and women have the very best chance to advance in their chosen sports. In this regard, a number of pupils are selected in county and regional sides each year, with some competing at a national level.



Pupils are encouraged to take advantage of the extensive and valuable opportunities on offer in sport. We ask pupils and parents to join us in recognising the benefits of representing the School, and of competition in general, whether the focus is on self-improvement of a personal best or on team success in a fixture. There is also a thriving House sport competition, which reflects and strengthens our inclusive approach to sport.

Our dedicated staff recognise the important role that a sport plays in the development of character and of the moral, social, emotional and spiritual values of our pupils. Whether a pupil is encouraged to venture out of their comfort zone or experience the camaraderie of a team, the engagement of body, mind and heart are integral to all sport programmes at the School.

We also encourage a lifelong commitment to a healthy lifestyle, promoting the physical and mental benefits of regular exercise. All years have a weekly games session (1.5hrs) during curricular time. In addition to games sessions, Years 7-9 receive an additional hour of Physical Education during the week, the syllabus of which not only underpins the sport programme in terms of physical literacy and fundamental movement quality, but also offers an element of variety in its practical content. Physical Education is also an option at GCSE and BTEC, for those pupils with an academic interest in sport.



JOB DESCRIPTION: GIRLS' GAMES COACH

SEPTEMBER 2025

Post title: Girls' Games Coach
Hours/weeks: Part-time or Full-time
Location: Hereford

Salary: Competitive
Start date: September 2025

OPPORTUNITY

We are seeking an outstanding Girls' Games Coach. We anticipate appointing a suitably qualified, enthusiastic and committed sports specialist, with first-rate interpersonal skills, energy, high expectations and the ability to work well and communicate effectively with pupils, colleagues and parents.

Candidates for the position should be willing to contribute fully to the sporting life of the school. This will include coaching teams beyond normal school hours including a significant number of Saturdays. The individual will be highly motivated and fully prepared to undertake the demands of working in one of the UK's leading independent co-educational day and boarding schools.

OVERVIEW

Hockey, Netball, and Cricket are widely seen as our core sports for Girls' Games. Hockey is the main team sport for the Autumn Term, and the current U18s are National Finalists. Netball is the main team sport for girls in the Spring Term where there is a competitive programme of fixtures, mainly on Saturdays. Netball is a Games option during this term for Year 7-13 along with after school practices. In the Summer Term, Netball is replaced with Cricket as the main team sport, but other Summer Games are available. In addition, PE lessons take place once a week for Years 7-9 as well as Junior School Games and PE throughout the week in a variety of team and individual pursuits.

OUR OFFER

- A highly talented and supportive staff and governing body
- Competitive salary
- Access to our effective Professional Learning programme
- Free lunch provided in term time
- Opportunity to join a wonderful team of people
- A beautiful place to work in the most idyllic settings
- And finally, the chance to work with outstanding students

CONTINUED OVERLEAF



CLICK HERE TO VIEW HEREFORD CATHEDRAL
SCHOOL'S YOUTUBE CHANNEL

THE ROLE: GIRLS' GAMES COACH

SEPTEMBER 2025

Reporting Lines:

The post holder reports to the Director of Sport

Job Purpose:

- To coach Girls' Games (and occasionally Physical Education)
- To coach, manage and officiate teams
- To lead extra-curricular sports clubs and practices

Coaching Responsibilities:

- To coach Games, and deliver an inspiring, challenging and balanced curriculum to students that supports the subject areas, in line with National Governing Bodies
- Utilise department meetings, INSET and professional development opportunities to support the choice of appropriate coaching methods to meet the needs of the sport
- Develop enrichment activities to enhance teaching and learning including clubs, trips and competitions
- To support the development of the faculty and overall School aims and objectives
- Coach, officiate and manage teams beyond normal school hours including weekends and some evenings throughout the year
- To undertake appropriate administrative duties to support the operational needs of the department

Pastoral Responsibilities:

- To encourage the development of character, soft skills and sportsmanship
- Ensure compliance with the School's Safeguarding and Child Protection Policy at all times
- Report any actual or potential risks to the safety or welfare of students to the Designated Safeguarding Lead
- Liaise with Medical, Academic Support and any other professionals as and when necessary

THE ROLE: GIRLS' GAMES COACH

SEPTEMBER 2025

General Responsibilities:

- To maintain good standards of behaviour amongst students, both when they are on School premises and when they are engaged in authorised School activities elsewhere
- To supervise, as required, groups of pupils engaged in private study, and the classes of absent staff
- To take part in the School's professional development programme and take responsibility for own professional development. Actively seeks to reflect on and enhance own practice

Whole School Responsibilities:

- Safeguard and promote the general well-being of pupils and to be a role model for pupils at all times
- To assist in the promotion of the School's reputation and in marketing activities as required
- To adhere to all the School's Policies
- To carry out any additional task reasonably required by the Headmaster
- You may also be required to undertake such other comparable duties as the School requires from time to time

It is not possible to present a definitive list of responsibilities for the role as it will be developed around the skills and experiences of the successful candidate. The job description above is not exhaustive and may, occasionally, be reasonably amended by the Headmaster.

SAFEGUARDING AND PROTECTION OF CHILDREN AND YOUNG PERSONS

In accordance with the Children's Act 1989, on appointment post holders will be required to commit to their responsibilities with regards to safeguarding. In addition, offers of appointment will be subject to an Enhanced criminal record check from the Disclosure and Barring Service (DBS).

These checks will highlight cautions, reprimands and final warnings as well as any convictions. The post holder must not have any spent or unspent convictions that would prevent them from working with children. Staff must inform the school if they are subject to criminal investigations or convicted while in the employment of the School.

HEALTH AND SAFETY

As an employee you are expected to:

- Take reasonable care of your own health and safety
- Take reasonable care not to put other people - fellow employees and members of the public - at risk by what you do or don't do in the course of your work
- Co-operate with your employer, making sure you get proper training and you understand and follow the company's health and safety policies
- Not interfere with or misuse anything that's been provided for your health, safety or welfare
- Report any injuries, strains or illnesses you suffer as a result of doing your job
- Tell your employer if something happens that might affect your ability to work (e.g. becoming pregnant or suffering an injury)
- If you drive or operate machinery, to tell your employer if you take medication that makes you drowsy

Wilmot House opened in 2019 and provides a wonderful home for our boarders



PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
Qualifications	<p>A relevant coaching qualification, or a willingness to pursue this whilst in the position</p> <p>First Aid Qualification (or willing to take or update through the School's training programme)</p>	Other relevant professional qualifications
Experience and knowledge	Good experience of playing and/or coaching sport - particularly netball	<p>Experience of working in an educational environment</p> <p>Experience of supervising groups of children or young people</p> <p>Understanding and experience of working in inclusive settings</p>
Skills and abilities	<p>Ability to supervise and manage groups of children and young people with confidence</p> <p>A positive attitude towards children and young people including the ability to demonstrate and promote positive values, attitudes and behaviour</p> <p>Build and maintain relationships through effective interpersonal skills</p> <p>Strong organisational and administrative skills, and able to manage own time effectively</p> <p>Excellent communication skills to inspire, challenge, motivate and empower others</p> <p>Think creatively to anticipate and solve problems</p> <p>Inclusive approach to education</p> <p>Able to listen and reflect to seek continuous improvement and promote best practice</p> <p>Values and takes responsibility for own professional development</p> <p>Good IT knowledge in Microsoft Office applications to include Word, PowerPoint, Excel</p>	<p>Motivate and inspire confidence in pupils, staff, parents, governors and the wider community in order to further develop and promote the school</p> <p>Ability to deliver feedback effectively</p> <p>Awareness of HR policies and procedures</p> <p>Qualifications and/or ability to coach Netball and/or Cricket</p> <p>Ability to use SOCS</p>
Aptitude	<p>Self-supporting with the ability to work as part of a team</p> <p>Naturally demonstrates a 'can do' helpful attitude</p> <p>Positive, enthusiastic, energetic and flexible</p> <p>Work under pressure, maintaining a sense of perspective and humour</p> <p>Reliability and integrity</p> <p>Resilience and tenacity</p>	
Aptitude continued	<p>Commitment, honesty and dedication</p> <p>A sense of humour and a genuine understanding and liking of young people</p> <p>Shares the School's values and vision and committed to the School's vision for learning experience and outcomes for pupils</p>	

PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
Circumstances	<p>Able to work flexibly, earlier starts, evenings and weekends will be required.</p> <p>A strong commitment to support the School's extra-curricular activities programme</p>	<p>Full UK Driving Licence</p> <p>D1 Driving Licence (and ability to drive a school minibus)</p>
Safeguarding Children, Young People and Vulnerable Adults	<p>Understands their role in the context of safeguarding children, young people and vulnerable adults</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people</p>	
Equal Opportunities	<p>Understanding of the requirements of Equality and Diversity</p>	

Purpose of this Job Description:

Hereford Cathedral School considers this document as a “snapshot” of the job. It aims to provide a clear guide at the time of writing to all that is involved about the requirements of the job. It will also be used to communicate expectations about performance and will be used to monitor effective performance.

HOW TO APPLY

An application form and information pack may be downloaded from the school website: www.herefordcs.com/job-vacancies

Completed applications should be accompanied by a covering letter and sent to Mrs Cath Knowles, Hereford Cathedral School, Old Deanery, The Cathedral Close, Hereford HR1 2NG or to recruitment@herefordcs.com

The closing date for applications is **9am on 31 March 2025** and we welcome early applications. If you would like an informal discussion about the role, please contact the Director of Sport Mr Charles Lewis-Gardiner: c.lewisgardiner@herefordcs.com

The School is committed to safeguarding and promoting the welfare of children and young people and expects all members of staff and volunteers to share this commitment. Appointments are subject to enhanced DBS clearance and satisfactory employment references and other safer recruitment checks. Further information on the School's safeguarding can be found on [the school website](#).

Hereford Cathedral School is committed to being an equal opportunity employer and is determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

The School retains the right to interview suitable applicants and appoint before the deadline.