

Role: Sports Assistant
Hours: 36 hours per week, term time only
Term: January 2024 to July 2024



This is an excellent opportunity to work alongside our vibrant and ambitious PE department at Norwich High School. We are seeking someone who is hard-working and well-organised and who is able to work independently as well as part of a team. Initiative and motivation are essential qualities.

Specific Responsibilities

- To assist with the setting up of lessons
- To assist with departmental administration
- To be present for fixtures at home and away (which often fall out of hours)
- To monitor, move and set up PE equipment
- To assist in the coaching of pupils
- To assist with the running of Sport Scholarship days
- To undertake other responsibilities which the Director of Sport considers to be appropriate to the role.

Other

- To participate in training and other learning activities as required (eg. Staff Inset Days at the start of each term).
- Availability at lunchtime (12.50-2) and after school (4-5) for fixtures

Desirable qualities:

- Punctual, personal, reliable, enthusiastic, proactive
- Keen and active interest in sport, particularly netball and cricket
- Good admin and ICT skills
- A swimming lifesaving qualification would be beneficial, as you will be assisting with swimming lessons. However, this is not essential

The salary for this post is on the GDST's support staff grade 1, £20,815 per year FTE (pro rata for term time only).

Closing date for applications: 9am, Monday 11th December 2023