



TONBRIDGE
SCHOOL

HEAD OF ATHLETIC DEVELOPMENT

Full time, term time



THE DEPARTMENT AND POST

Sport is a central part of life at Tonbridge School, providing pupils with opportunities to develop confidence, resilience, teamwork and leadership alongside sporting excellence. The Athletic Development programme plays a key role in supporting pupils of all abilities to maximise their physical potential, enhance performance, reduce the risk of injury and develop lifelong knowledge and habits that promote health and wellbeing.

The Head of Athletic Development will lead and develop a progressive, evidence-based Athletic Development programme that supports pupils across all year groups and sporting disciplines. Working closely with the Director of Sport, Masters in Charge, coaching staff and the School's Sports Therapist, Physiotherapists and Medical Centre, the postholder will design and deliver high-quality strength and conditioning provision, movement education and physical development programmes that are integrated into the wider sporting curriculum.

The successful candidate will be responsible for monitoring pupil development through physical testing and performance data, delivering educational workshops, supporting sports scholars and academy-linked athletes, and promoting participation and excellence across the School. This is an exciting opportunity for an enthusiastic and highly motivated practitioner to make a significant contribution to one of the country's leading school sports programmes, while supporting the wider pastoral and educational aims of the School.



JOB DESCRIPTION

Job Title	Head of Athletic Development
Reporting to	Director of Sport
Main Purpose	To plan and deliver an effective programme including coaching pupils and giving support and advice regarding Athletic Development and any related activities.

MAIN DUTIES

- Create, develop and manage an Athletic Development pathway, utilising, but not limited to, the School's timetabled Sport and Physical Education sessions.
- Be responsible for the planning, delivery and administration of the Athletic Development programme for all year groups, promoting School-wide participation in Athletic Development and supporting those pupils capable of achieving sporting excellence.
- Ensure all pupils are given the opportunity to receive advice and guidance on Athletic Development appropriate to their individual needs.
- Provide all pupils with personalised training programmes for the Summer, Christmas and Easter holidays.
- Manage and conduct physical competency, fitness and strength assessments, recording and maintaining accurate data to monitor progress and inform future planning and evaluation.
- Liaise with Housemasters to identify pupils who would benefit from dietary support and, where appropriate, develop appropriate dietary guidance or plans.
- Work closely with the Sports Therapist, Physiotherapists and Medical Centre to ensure pupils' rehabilitation programmes are effective and that pupils are appropriately supported in their return to play.
- Deliver and organise educational lectures and workshops to educate pupils on topics including nutrition, sports psychology, recovery and training methods.
- Liaise with the Master in Charge of each sport, working collaboratively to develop appropriate training, testing and monitoring programmes.
- Write termly reports for Sports Award holders for distribution to parents.
- Work with key stakeholders, including National Governing Bodies (NGBs), professional clubs, academies and high-performance coaches, to ensure appropriate Athletic Development and Strength and Conditioning provision is available for sports scholars and academy-linked athletes.
- Manage the Athletic Development budget under the direction of the Director of Sport.
- Visit preparatory schools to deliver sports performance workshops, develop relationships and promote Athletic Development initiatives.
- Liaise with the Health and Fitness Manager to ensure that the School's facilities and equipment continue to meet the needs of pupils and the Athletic Development programme.
- Undertake any other related duties or responsibilities as reasonably requested by the Line Manager.

CONFIDENTIALITY

The successful candidate must maintain the confidentiality of information regarding the School, its staff and its business. Information must not be communicated to other persons in or outside the School except in the recognised course of their duties.

CHILD PROTECTION

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

to the Designated Safeguarding Lead or to the Headmaster.

PERSON SPECIFICATION

Skills and Abilities

- Ability to engage, inspire and motivate young people in athletic development, fostering enjoyment, confidence and a lifelong understanding of physical training.
- Excellent verbal and written communication skills, with the ability to communicate effectively with pupils, parents, colleagues and external stakeholders.
- Well-developed interpersonal skills with the ability to establish positive, professional relationships with pupils, coaches and colleagues.
- Strong organisational, administrative and time management skills, with the ability to manage multiple priorities and meet deadlines.
- Ability to gain the trust, confidence and respect of pupils, parents and colleagues through professionalism, integrity and consistency.
- A dependable, professional and flexible approach to work, with a commitment to supporting the wider life of a busy boarding school, including evenings and weekends where required.
- Ability to exercise discretion, courtesy, honesty and integrity, maintaining appropriate confidentiality at all times.
- Up-to-date knowledge of current best practice and emerging research in Strength and Conditioning, Athletic Development and youth physical development.
- Sound knowledge of nutrition and its role in supporting health, wellbeing and athletic performance.
- Strong understanding of training science, long-term athletic development and the use of performance data to inform physical development programmes.
- Understanding of movement competency, injury prevention, rehabilitation and evidence-based return-to-play protocols.
- Understanding of how to integrate an effective Athletic Development programme within a high-performing school sports environment.
- Commitment to safeguarding and promoting the welfare of children, with a sound understanding of safeguarding, child protection and health and safety responsibilities.
- A strong work ethic, with high levels of professionalism, reliability, punctuality and commitment to continuing professional development.
- Proficiency in Microsoft Office, particularly Word, Excel and PowerPoint, together with the ability to use athlete monitoring and data management systems.
- Hold a full UK driving licence.

Qualifications and Experience

Essential

- Accredited membership of the UK Strength and Conditioning Association (UKSCA), or the ability to achieve accreditation within the first twelve months of employment.
- Experience of designing, delivering and evaluating Athletic Development or Strength and Conditioning programmes for young athletes.
- Experience of conducting movement, fitness and strength assessments, with the ability to analyse and interpret performance data to inform programme design.
- Experience of working collaboratively with coaches and other support staff to enhance athletic performance and support pupil development.

Desirable

- A degree in Strength and Conditioning, Sport Science, Athletic Development or a related discipline.
- Experience of working within an independent school or educational environment.
- Experience of monitoring both team and individual athletic development using performance testing and athlete management systems.
- Experience working as a Strength and Conditioning Coach with academy, county, university or elite performance athletes.

- Experience of working within multidisciplinary performance teams, including physiotherapists, sports therapists and medical practitioners.
- Current First Aid qualification.
- Experience of delivering workshops or educational sessions on topics such as nutrition, recovery, injury prevention and athletic development.

HOURS OF WORK

Full time, 40 hours per week, in term time for 34 weeks plus one additional week per term, totalling 37 weeks.

Flexibility with working hours is required in order to meet the demands of this post, including weekends, match days, pre-season training, and tours.

REMUNERATION AND BENEFITS

Competitive salary dependent on qualifications, skills and experience.

Generous benefits package including:

- Pension scheme
- CPD opportunities
- Lunch provided free of cost during term time
- Staff fee remission
- Staff car parking
- Subsidised Sports Centre membership (staff rates)
- Subsidised EMF Theatre tickets (selected performances)
- Membership of the School Library

Tonbridge School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to any post, including checks with past employers and the Disclosure and Barring Service

APPLICATION PROCESS

SUBMITTING AN APPLICATION

Full details and an application pack may be found at:

<http://www.tonbridge-school.co.uk/jobs>

Apply via our online application form or, send your completed application form to:

hrdept@tonbridge-school.org

01732 365555

Closing Date: Thursday 23 July at 12 noon

We reserve the right to interview and appoint prior to the closing date for applications, so early applications are encouraged.

**TONBRIDGE
ONLY CONNECT**

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TONBRIDGE-SCHOOL.CO.UK

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The information contained in the brochure is accurate at the time of going to press