



Female Games Coach

Required from September 2025

Part time **25 hours per week- term time only**

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Provided as a separate document:

- Application Form

The Appointment

We are seeking to appoint an inspiring, committed and forward thinking Games Coach, to add to our experienced PE and Sports department. Physical Education and Sport plays a central role in life at Birkdale and all pupils are encouraged to become physically active through the curriculum, and the extensive extra-curricular programme on offer. This role is a great opportunity to coach across a variety of sports at both our Prep and Senior school. The post holder will be expected to play a full part in extracurricular activities before school, at lunch times and after school.

The successful applicant will join an existing department of five full time PE Teachers and two existing Games Coaches. The department is also supported by specialist coaches and academic staff who assist in the delivery of Games lessons and manage our sports teams. The role will be based predominantly at Birkdale Senior School, but the expectation is that the successful applicant will also spend time at our Prep School, and at Castle Dyke which is our sports facility.

Due to the introduction of girls, all year groups up to Year 8, (from 2025) will be mixed and this role will play an integral part in supporting and developing girls PE and Games. Our sixth form has been running as co-educational for the last 30 years and it is an exciting time to join the school as we work toward making the whole school co-educational from the age 4 to 18.

The appointment is from September 2025 and initially for a fixed term contract period of one year. There may in the future be scope to extend the period of employment.

The appointment is **25 hours per week** and **term-time only** (35.2 weeks per year). Hours will be to fit with the school games timetable (this is yet to be fully finalised). Hours are subject to some flexibility from week to week depending on the fixture programme, however it is likely that it will span across 4 days.

The requirement for a female Sports Coach is a genuine occupational requirement under Schedule 9, Part 1 of the Equality Act 2010. The role involves coaching mostly female pupils, including providing supervision and support in changing rooms and other situations where privacy, dignity, and safeguarding are paramount.

Please note, the exact number of hours may vary from week to week, subject to the fixtures schedule, and whether an individual fixture is at home or away.

Key Responsibilities

The main duties of this role will be:

- To lead sessions in a variety of sports and physical activities
- To manage and lead sports teams / officiate outside of school hours in training and fixtures, including at both prep and senior level
- To contribute to the development of Girls PE and Games at Birkdale actively leading the way to strongly advocate and be a key role model for the girls within the school.
- To actively support and help develop the extra-curricular sports programme.
- To assist in the organisation of termly house sports events, as well as major events such as the annual Swimming Gala and Sports Days.
- To work with the Director of Sport and other Heads of Sport to develop sports tours.
- To help to motivate and encourage our pupils to develop and reach their potential in sport and physical activity.
- Be willing to travel to all of our school sites across Sheffield.
- Be willing to work flexibly and cover school sporting fixtures which may occur at the weekend and during the evenings.
- To be aware of your responsibilities in accordance with the provisions of the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulations 1999.
- To undertake such other duties which may reasonably be regarded as within the nature of the duties/responsibilities/grade of the post.
- The post holder must comply with the Schools' Equal Opportunities Policy and its Safeguarding and Child Protection Policy.

Person Specification

The role of Games Coach requires the following skills and experience:

- Must be experienced in delivering sport within a high-class school environment.
- Be capable of coaching multiple sports across the curriculum, including netball, dance gymnastics, athletics, football, netball, cricket and hockey.
- Ability to deliver engaging and challenging sessions to all levels of ability.
- Possess strong communication skills and the ability to build relationships and collaborate with the wider school community.
- Be positive, trustworthy and be able to show initiative.
- Be a reflective person who strives to create the best learning environment possible for all pupils.
- Must be able to play and participate to a high level in a chosen sport/sports.
- Be in sympathy with the strong Christian ethos of Birkdale School.
- Be able to work within organisational procedures and meet the required standards for the role.
- Be able to work collaboratively and supportively with school colleagues.
- Be able to relate effectively to parents and to pupils.
- Be committed to continual personal and professional development and be reflective and able to learn from past experience.
- Be resilient and demonstrate an ability to work well under pressure.
- Display commitment to the protection and safeguarding of children and young people.
- Be able to form and maintain appropriate relationships.
- Be able to demonstrate appropriate pastoral skills.

Desirable experience/ qualifications:

- Experience of coaching within a school environment.
- To have skills at a high level in other sports in addition to a main one.
- Relevant coaching/refereeing qualifications in chosen sports.
- First aid trained.
- Links with local sports clubs and sporting communities.
- Full clean, manual driving licence due to the requirement to drive the school minibus.

School Information

Birkdale is a very successful independent day school located in Sheffield for children aged from 4 to 18, amounting altogether to 770+ pupils. Birkdale is located on three sites in south-west Sheffield, the 11-18 (Y7 to Y13) Senior School, the 4-11 (Reception to Y6) Prep School and the playing fields at Castle Dyke.

Birkdale is the only HMC (Headmasters' and Headmistresses' Conference) school in South Yorkshire and the Head Master is also a member of the Society of Heads. The Head of the Preparatory School is a member of IAPS (The Independent Association of Preparatory Schools).

The Christian ethos of the school manifests itself in the particularly friendly and supportive atmosphere. A good proportion of the staff are committed Christians, although as a community Birkdale is open to all, whatever their beliefs.

There have been some exciting developments in recent years which include, the introduction of girls at Birkdale. While the Sixth Form has been coeducational for over 30 years, from September 2020 Birkdale began the process of moving to being a fully co-educational school. As of September 2024 Birkdale has welcomed girls throughout the Prep School and into Y7 at the Senior School.

Please visit our school website for additional information.

<https://www.birkdaleschool.org.uk/>  Birkdale
School

Terms and Conditions

- This role is primarily working during **term-time**. You may wish to note that the length of Birkdale's terms are slightly shorter than those of a maintained school and therefore the school holidays are longer. Term dates are on the school website.
- **Salary** will depend on experience and qualifications, and will be commensurate with the responsibilities of the role but will be in the region of £17,203
- **Pension:** Birkdale offer an attractive private pension scheme which is a contributory group personal pension scheme managed by Aviva.
- **Sick pay:** The company sick pay scheme provides ex-gratia sick pay at the full rate for up to 3 months in any 12 months, with 50% income protection for extended sickness
- **Additional Benefits:** Death in service and access to additional wellbeing and health support including unlimited, 24/7 remote GP appointments, Unlimited mental health support, Physiotherapy, Personal training, Nutrition consultations and more.
- Staff are entitled to a **remission of school fees** amounting to 67% for full-time staff and pro rata for part-time staff. As this is a part year, part time role, this will be prorated accordingly.
- During term time, lunch is provided to staff on site.
- **Car parking** is available on site.

Application Procedure

1. A cover letter **addressed to Ben Bowles, Head** of no more than one side of A4 explaining why you would like this role and the skills and experiences you can bring to it (minimum font size of 11)
2. A completed Birkdale School application form which includes the names, addresses, e-mail addresses and telephone numbers of two referees

Closing date for applications – Monday, 30 June 2025 at 12.00 noon.

Interviews – w/c Monday, 7 July 2025.

Please Email your application to: Ben Bowles, Head at Recruit@birkdaleschool.org.uk by the closing date.

For an informal discussion regarding the role please do not hesitate to contact the email address above to arrange a discussion or ask any questions.

Applicants who do not provide a Covering Letter and Application Form, as stipulated, will unfortunately not be considered. If you have any difficulties in providing this, please do not hesitate to contact the HR team at Recruit@birkdaleschool.org.uk

Pre-employment checks

Birkdale School is committed to safeguarding and promoting the welfare of our children and young people. All applicants must be willing to undergo the relevant pre-employment checks relevant to the role.

Current legislation applying to this post includes the The Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) (England and Wales) Order 2008 and the Asylum & Immigration Act 1996. Therefore, the successful candidate will be required to prove their eligibility to work in the UK and undergo appropriate criminal record checks, including an application for an Enhanced Disclosure from the Disclosure and Barring Service. Details of the documentation etc needed in connection with all the above requirements will be sent to the shortlisted candidates. Prior to taking up appointment, we will then request a declaration about medical fitness, and proof of qualifications from the successful candidate.

Under the guidance set by KCSIE Birkdale School will conduct an online search for all shortlisted candidates.

Equal Opportunities Statement

At Birkdale School, we strive to create a supportive and nurturing environment for all individuals. We are dedicated to promoting equality and diversity, providing a level playing field for all of our staff and pupils. We aim to foster an inclusive culture, where diversity is celebrated and where everyone feels empowered, and encouraged to reach their full potential.

We welcome applications from all individuals, regardless of background, and encourage candidates from underrepresented groups to apply. If you meet most of the criteria but are unsure whether to apply, we encourage you to reach out—we value potential and a willingness to grow.