



JOB DESCRIPTION

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Job Title Huddersfield Giants Partner Schools Officer	Division Huddersfield Giants Community
Business Unit/Section Huddersfield Giants Community	Grade/Salary £16,000-18,000
Contract Type: Fixed Term Contract to September 2019 (Yearly renewal based upon performance and extension of existing school partnerships)	
Overall Purpose of Role <ul style="list-style-type: none"> To actively promote the health, wellbeing and education of young people throughout the Kirklees primary school community through the co-ordination and delivery of Huddersfield Giants Partner Schools Program. 	
Main Responsibilities <ul style="list-style-type: none"> Plan and deliver outstanding stage appropriate multi-sport PE, Health and Education sessions within curriculum and enrichment time, positively impacting pupils health, wellbeing and education. Work closely and build strong and sustainable relationships with head teachers, PE co-ordinators and teaching staff. To ensure safety and welfare of all participants by ensuring all necessary risk assessments and health checks are made prior to activities. Actively promote Huddersfield Giants and Huddersfield Giants Community Trust initiatives. Plan and deliver topical age appropriate assemblies to positively impact the audience utilising the power of the Huddersfield Giants brand. Lead and assist on Huddersfield Giants Community Trust holiday camps. To ensure high quality of work is maintained at all times in order to sustain and enhance the image of both Huddersfield Giants Community Trust and Huddersfield Giants. To provide support to partner school staff through team teaching and delivering relevant teacher training and CPD. To raise the profile of Huddersfield Giants Community Trust and Huddersfield Giants within Kirklees and the surrounding areas and to encourage maximum community engagement. To undertake appropriate administrative duties Additional duties allocated by the line manager. 	
Knowledge, Skill and Experience Required	
Essential Attributes <ul style="list-style-type: none"> Highly motivated and passionate about the health, wellbeing and education of young people within the Kirklees community. Level 2 coaching certificate in at least one sport. Full UK driving licence and access to own vehicle. Academic qualifications in relevant discipline. First aid & safeguarding qualifications. Experience of working in a coaching environment (voluntary or paid). 	



- Enthusiasm, energy and creativity.
- Good communication and relationship building skills.
- Strong ICT skills
- Experience of working in a team and upon own initiative.
- Proven commitment to Equal Opportunities.

Desirable Attributes

- Level 2 Coaching qualifications in multiple sports
- Level 2 multi skills qualification
- A degree level qualification in a relevant discipline
- Experience of coaching/teaching within a school environment
- Experience and/qualification delivering dance

Contacts and Relationships

- To be able to work effectively with colleagues, be a team player and uphold a professional image towards parents, community users and other members of the public.
- As the work may involve substantial access to children, all successful applicants will have to provide satisfactory CRB disclosure at the enhanced level of their suitability to work with children before an appointment.

Responsibility for Resources:

- To ensure that equipment or resources are used in the correct manner and the purpose for which they were designed.
- To be responsible for the cleaning of equipment and relevant health and safety standards.

Working Environment

Work Demands

- Hours of work will be 37.5 hours per week.
- All staff are expected to telephone their Line Manager as soon as possible on the first day of sickness if they are unable to attend
- To arrive at the designated premises in time to prepare for the commencement of activities.

Physical Demands

- Work will require normal physical effort.
- There may be a need for some lifting of equipment and resources.

Working Conditions

- The work will take place inside and at times outside which will involve inclement weather from time to time. At times it will involve some exposure to moderate heat, noise and busy surroundings.

Work Context

- The work involves minimal risk to personal safety, injury and illness arising from the environment or participants

Note

- The post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are appropriate with its level of responsibility.
- This job description is provided for guidance only and does not form part of the contract of employment.



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Signed..... Postholder

Date.....