



# EDGBASTON HIGH SCHOOL

## **SPORTS GRADUATE**

Full-time starting in September  
(part-time also considered)

## **INFORMATION FOR APPLICANTS**

### **HISTORY**

Founded in 1876, Edgbaston High School for Girls (EHS) is the oldest independent day school for girls in Birmingham. The School site is very pleasantly situated next to the Botanical Gardens in the leafy suburb of Edgbaston, 1½ miles from the city centre. Continuity of education is a key feature of EHS, but girls can join at different stages of their academic career.

### **GOVERNANCE**

The Council, which is the School's governing body, actively supports and encourages the work of the School. In the last decade over six million pounds have been spent on major development and refurbishment programmes.

### **MODERN AND AMBITIOUS**

Pupils enjoy a broad-based programme which substantially fulfils the requirements of the National Curriculum and extends beyond it. Examination results are very good with high grades distributed across both Science and Arts subjects. Staff and parents work closely together so that each girl can develop her individual gifts to the full.

### **SCHOOL SITE AND FACILITIES**

Pupils' education at EHS is supported by superb academic facilities in our 14 acre site – from our modern classrooms and science labs to our ICT suites and libraries. We also provide excellent facilities for a wide range of creative and sporting activities, including:

- Sports facilities
- Art studios including graphic design, printmaking, ceramics and fine art facilities
- Fully equipped food preparation rooms
- DT and textiles studios with cutting-edge CAD/CAM devices and sewing machines
- Purpose-built Music School
- Drama studio
- The Octagon - a large, purpose-built theatre seating up to 600 people, with full AV and lighting
- School allotment

### **PUPILS**

Edgbaston High School has approximately 870 girls aged 2 to 18 across its Pre-Prep, Preparatory, Senior and Sixth Form Departments. Around 500 of these are in the Senior Department. The School attracts girls both from the immediate neighbourhood and all over the West Midlands. They come for the high academic standards, the lively programme of co-curricular activities and for the individual attention and flexibility of approach.



## **WORKING AT EDGBASTON HIGH SCHOOL**

### **THE OPPORTUNITY**

We are looking for an enthusiastic and motivated Sports Graduate to join our PE Department, to assist in the high class delivery of PE and fixtures across our Senior and Prep Schools, and to inspire the next generation of sporting prowess.

This is a fantastic opportunity for a recent graduate who is looking to develop their skills and experience in coaching. We are looking in particular for someone who has experience of coaching and/or competing in netball and/or hockey. However, the successful applicant will be enthusiastic and willing to share their passion for sport in general, helping to foster an enjoyment of physical activity and competition. They will have a very positive attitude and will be a great role model to our students. They will support the Senior and Prep PE Staff in curriculum lessons, co-curricular clubs and in home and away fixtures.

### **PROFESSIONAL REWARD AND DEVELOPMENT**

We recognise the expertise of our staff and aim to create an inspiring environment in which you can work to your full potential and develop your career. As a school we believe in:

- A competitive salary with additional allowances for extra responsibilities
- Fully funded training costs where there is a benefit to the School and many opportunities for continued professional development projects
- Personal Development and recognition through our annual appraisal scheme
- Full commitment to the induction and training of ECTs
- Comprehensive INSET programmes, delivering high quality seminars, shared good practice and insights from external speakers
- Well-resourced departments

### **BENEFITS**

- Access to a staff Pension Scheme with highly attractive employer contribution rates
- Free refreshments and lunches when the school is operational provided by our excellent Catering team
- Generous fee remission for the children of staff who might wish to attend EHS
- Free access to the Botanical Gardens for yourself and your family
- Free on-site parking

### **HEALTH AND WELLBEING**

Your health and wellbeing are important to us and we offer:

- Free use of the school's gym and swimming pool at agreed times
- Access to our onsite counsellor
- Access to an employee support package
- A supportive network of experienced Heads, Deputies and Senior Leadership Teams
- As part of the staff community there are opportunities to take part in enjoyable social events, sports activities and more
- Friendly and supportive staff who work together and share resources and ideas

## **ETHOS**

Our mission is to nurture confident, considerate and intellectually curious young women – an ethos that underpins everything that we do. We are an ambitious and thriving school with a focus on providing a broad, modern, enriching and inspiring education that instils EHS girls with the confidence, independence, motivation and ambition to succeed both within and beyond the school. We foster an environment where students can expand their minds, think flexibly, develop the skills of leadership that they all have within them, and grow personally as well as academically. Children should be, and deserve to be empowered, inspired and challenged throughout their education so that they leave school fully equipped to succeed in whatever they decide to pursue.

## **DIVERSITY**

Diversity and inclusion is central to everything we do. We are actively committed to promoting and participating in good practice in the way that we attract, recruit and retain staff.

Everyone is encouraged to bring their whole self to work because we appreciate the value that a truly diverse workforce brings to an organisation. We celebrate difference, recognising the benefits this brings to our inclusive culture, including age, disability, gender identity and expression, religion, race, sex, sexual orientation and socio economic background.

## **THE PE DEPARTMENT**

Our mission is to deliver a broad, inclusive, and inspiring Physical Education curriculum that fosters a lifelong love of physical activity and sport. We aim to nurture healthy, active lifestyles by encouraging students throughout our Prep and Senior schools to engage in physical activity both in and beyond school. Our facilities include a swimming pool, equipped gym and fitness suite, dance studio, floodlit astroturf, athletics track, cricket square, outdoor courts and sports pavilion.

We believe in a creative and holistic curriculum that goes beyond traditional sport, helping students understand what it means to be healthy — physically, mentally, and emotionally. Through this, we empower them to develop emotional literacy, resilience, and a positive approach to their overall well-being.

Our curriculum and co-curricular programme work seamlessly together to support the development of character in line with our school values. Whether it's striving for excellence in national teams, engaging in aspirational workshops and events, showing courage in trying new activities, or demonstrating perseverance in team games — we believe that Physical Education and Sport at EHS is more than just participation; it's the foundation for a future without limits.

Co-curricular provision includes: competitive swim squad and life-saving; competitive team and 1:1 training in netball, hockey, cricket, gymnastics and athletics; Elite Dance Company and dance clubs; social football, badminton and tennis; running clubs, rounders club, Barbell Club, Strength and Conditioning, fencing...and more!



## **SPORTS GRADUATE**

### **Job Description**

#### **PURPOSE OF JOB:**

- To support the PE staff with the day to day running of the department.
- To coach girls in a variety of sports and to enable each pupil to achieve her full potential in line with the aims of the school.
- To contribute to the wellbeing and development of the School by supervising, guiding and caring for pupils inside and outside the classroom.

They are responsible to the Director of Sport and are expected to:

- Coach within the agreed departmental scheme of work and follow agreed whole School policies on such matters as assessment.
- Attend departmental meetings and INSETs as well as whole School Staff meetings as indicated by the Director of Sport
- Exercise proper care of indoor and outdoor PE areas and equipment, and follow the School's policy on Health and Safety.

#### **Specific Responsibilities:**

- To contribute to the teaching and coaching of pupils.
- To be knowledgeable about the rules of the sport and able to deliver these skills to pupils.
- To have appropriate and demanding expectations for students' learning and motivation and set clear targets.
- To support staff with fixtures including umpiring.
- To support the department with some administration.
- To set a good example to pupils in regard to presentation and personal conduct.
- To support the Teaching Staff with the continual assessment of the pupils' skills and development.
- To provide constructive feedback to pupils.
- To ensure effective coaching so that learning objectives are met and best use is made of coaching time.
- To play a part in the marketing of the subject and school at appropriate occasions such as Open Days (as detailed in the Staff Handbook)
- To contribute to the extra curricular life of the school by assisting with or running a club
- To carry out any other reasonable duties at the request of the Headmistress or Director of Sport.

#### **General Responsibilities:**

- To promote and safeguard the welfare of students you come into contact with.
- To be aware of and comply with all school policies and procedures.
- To be aware of, support and ensure equal opportunities for all, understanding the requirements of Equality and Diversity.
- To contribute to the overall ethos/work/aims of the school.
- To participate in training and other learning activities and performance development as required

*This job description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list.*

## SPORTS GRADUATE Person Specification

### Qualifications/Professional Development

- Recognised degree in sports-related field
- Coaching, refereeing or umpiring qualifications would be beneficial
- First Aid qualification (or willingness to undergo training)
- Active involvement in competitive sport would be beneficial (in particular netball or hockey)

### Experience and skills

- Experience of using a range of effective coaching/teaching styles and ongoing assessment methods
- Good level of literacy and numeracy
- Experience of working with young people would be beneficial but not essential

### Knowledge

- Sound subject knowledge of key performance sports (in particular netball or hockey)
- Sound understanding of physical development of young people
- Sound understanding of safeguarding principles

### Personal attributes

- Build and maintain positive relationships through effective interpersonal skills
- Responsible attitude to use of authority and maintaining discipline
- Excellent role model for staff and students
- Sensitivity to others and the ability to work cooperatively
- Ability to understand and demonstrate a commitment to equality and diversity
- Excellent communication skills to inspire, challenge, motivate and empower students
- Commitment to co-curricular activities and supporting students beyond the classroom
- Think creatively to anticipate and solve problems
- Work under pressure, maintaining a sense of perspective and humour
- Ability to manage own time effectively, whether working independently or as part of a team
- Naturally demonstrate a 'can do' helpful attitude
- Reliability, integrity, resilience and tenacity
- Commitment, honesty and dedication
- Wholehearted commitment to the School's vision and the life of a vibrant school community



## **HOW TO APPLY**

Hours of work can be flexible to some degree. Ideally the successful candidate will work full time (35 hours across the school week during term time only) but we require someone who is able to work every afternoon as a minimum, with occasional attendance at fixtures after school.

**This is a one year fixed term contract, starting in September 2025.**

At interview applicants must provide original documents to confirm their identity and right to work in the UK. They must also bring proof of qualifications where relevant for the post. The documentation required by applicants is listed in the Recruitment Policy which is available on the school website and from the School.

The post is subject to a satisfactory enhanced DBS check (including a Barred List check), a satisfactory online check, a satisfactory medical fitness declaration and satisfactory references. Confidential references will be sought prior to interview.

*Edgbaston High School is an equal opportunity employer.*

<p>Applications, addressed to Miss Charlotte Roye (Director of Sport), should include the completed school application form and a covering letter of not more than 2 pages summarising your suitability for the role as outlined in the information pack.</p> <p>Please submit these to the HR &amp; Compliance Officer, Ms Corinna Gregory: <a href="mailto:recruitment@edgbastonhigh.co.uk">recruitment@edgbastonhigh.co.uk</a></p> <p>If candidates prefer to send their application by post, it should be addressed to:</p> <p><b>Corinna Gregory, HR &amp; Compliance Officer Edgbaston High School for Girls Westbourne Road Edgbaston Birmingham B15 3TS</b></p>	<p>The closing date for applications is <b>9am on Monday 21<sup>st</sup> July 2025.</b></p> <p>Interviews will take place at Edgbaston High School for Girls shortly after.</p> <p>Successful candidates will be invited to a formal interview there will also be an opportunity to tour the School on the day.</p> <p><b><i>Please note, we reserve the right to close posts and commence interviews at any time, once we have received sufficient applications. We advise you to submit your application as early as possible to prevent disappointment.</i></b></p>
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Original certificates will be required as proof of qualification. All other attributes will be assessed using the contents of the application form, at interview and with the professional references. All members of staff are required to promote and safeguard the welfare of children they are responsible for, or come into contact with, and to adhere to, and ensure compliance with, the School's child protection procedures and staff guidance at all times.

