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| **Job title:** PE and School Sport Specialist |
| **Scale:** £23,000 -£25,000 per annum **Car User:** Essential |
| **Employees responsible for** **Responsible to**  N/A Senior Project Leader |
| **Duties and responsibilities**  As directed by the Chief Executive, to develop coordinated Services to children, young people and their families in accordance with the SHARES Lancashire vision.  (a) **Core duties**   * To teach students effectively, according to their educational needs and level of ability. * To ensure excellent progress is made in all PE and extra-curricular lessons, in line with the PE National Curriculum and the relevant scheme of work for that school. * To plan and prepare learning in line with lesson plans and the appropriate schemes of work, ensuring that lessons and activities are delivered accordingly and learning objectives for each lesson are met. * To work as an effective member of a team, communicate effectively, build and maintain relationships with SHARES staff and school staff. * To ensure the health and safety of children at all times, and that appropriate steps are taking in any incident of safeguarding or child protection. * To build positive and professional relationships with partner schools. * To actively and energetically enrich pupils’ experience of PE through contributing to activities beyond the normal PE lessons. * To be a champion of PE, school sport, positive physical and mental health and wider wellbeing in school. * To deliver high quality extra-curricular activities. * To access regular professional development training that will support the postholder in delivering high quality innovative sessions. * Support the delivery of our wide range of inter school competitions * Use assessment tools effectively to ascertain the performance level of pupils and produce reports relating to such. * Work on the SHARES Holiday Clubs during school holidays. * To undertake all other reasonable duties as directed by the schools SHARES Leadership Team. * To respect and maintain confidentially at all times. * To instill, promote and maintain a health and safety environment for all levels of staff and the public, in keeping with your levels of responsibility and accountability as defined under the Health and Safety at Work Act 1974, the Management at Work Regulations 1992, the County General Statement of Safety Policy and the Directorate for Children and Young People Health and Safety Policy. * To deliver and promote the positive benefits of equality and diversity in the way they carry out their duties and responsibilities. |
| **Other duties**  This list is not to be regarded as exclusive or exhaustive – you may have to undertake other duties at the same level of reasonability at any time, as well or instead of those listed here.  **Equal Opportunities**  SHARES Lancashire is committed to achieving equality of opportunity both in the delivery of services to the community and in its employment arrangements. We expect all employees to understand and promote our policies in their work.  **Health and Safety**  All employees have a responsibility for their own health and safety and that of others while undertaking their duties. Employees have a general duty to assist SHARES Lancashire in implementing its general statement on health and safety policy. |