

ERSKINE STEWART'S MELVILLE SCHOOLS



RESIDENT SPORTS ASSISTANT - HOCKEY

Stewart's Melville College are recruiting for a Resident Sports Assistant – Hockey (RSA – Hockey) to join the Department of Physical Education on a temporary part time basis from August 2024 until March 2025.



We are looking for an enthusiastic and motivated player, preferably with coaching experience, but more importantly with the personality and drive to make a difference to our coaching programme. You will work with players who are just picking up a stick for the first time to those who are currently part of the Scotland Emerging (U16) and Aspiring (U18) National squads. The RSA - Hockey will work in the PE Department each morning and coach hockey each afternoon from Monday to Friday, as well as coaching/umpiring on Saturday mornings.

The people that work for us are passionate, pioneering and strive for excellence in everything they do. We value the incredible contributions they make to school life, we invest in their careers and we support their ambitions so that they flourish professionally and personally.

This is a temporary, term time only position available from 19 August 2024 until 28 March 2025 for 26 hours per week. The postholder will receive a competitive salary rate and accommodation can be made available for the duration of the employment in line with the UK Government rates.

ESMS is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and Disclosure Scotland.

The closing date for applications is 12pm on Friday, 3 May 2024. We anticipate interviews will be held shortly thereafter.

THE POST

Resident Sports Assistant – Hockey

BASIC FUNCTION

The RSA – Hockey will assist in the hockey and PE programmes. The RSA - Hockey will attend PE lessons in the mornings and be required at all senior and junior school hockey in the afternoons. The RSA - Hockey will also be required to umpire/coach on Saturday mornings. The RSA - Hockey will be responsible for the maintenance of kit cupboards.

ACCOUNTABILITY

The RSA - Hockey will be accountable to the Head of Hockey at Stewart's Melville College, and through them to the Head of Physical Education and Sport.

AUTHORITY

The RSA - Hockey will have authority as delegated by the Head of Hockey.

RELATIONSHIPS

The RSA - Hockey will work closely with the Head of Hockey, the Talent Development Hockey Coach, PE Staff and other promoted staff.

RESPONSIBILITIES

Hockey Coaching (50%)

- Play a significant role in the delivery of all hockey (games) pitch sessions with the other appointed members of the coaching team; effectively applying Stewart's Melville College (SMC) principles of the game and development themes that are linked to Scottish Hockey's 'BRAVE' model.
- Assist the Talent Development Hockey Coach with any 'Extra' hockey sessions and 'Skills Clubs'
- Umpire/Coach on Saturday mornings and may be required to take a team on weekday afternoons.
- Take small group/ 1-to-1 sessions based on your hockey 'superpower'
- Make sure the equipment cupboards are tidy, stocked and ready for use, at Inverleith
- To act as a mentor and role model to pupils.

Resources and Video Analysis (20%)

- Assist the Talent Development Hockey Coach/Head of Hockey with video analysis for designated teams and individuals

- Research and upload hockey resources, for coaches and players, onto 'CoachLogic'
- They will assist the Talent Development Hockey Coach/Head of Hockey on keeping social media up to date.

Assist in PE lessons (30%)

- They will be timetabled to assist in PE lessons, between Period 1-3, Monday to Friday, as directed by Head of PE.

REQUIRED SKILLS

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • A dynamic coach, able to deliver exceptional development opportunities to all ages and abilities • Experience of working in a club or school environment 	<ul style="list-style-type: none"> • Experience of working in hockey talent development environment - district, regional (Academy) or national level
Skills/ Abilities/ Qualifications	<ul style="list-style-type: none"> • Demonstrable hockey coaching experience, particularly in relation to the application of the talent development principals • Proficient in the use of Microsoft Office and computer literate 	<ul style="list-style-type: none"> • GB Hockey Sessional Coach qualification - Level 2 (or equivalent) • Umpiring qualification • Relevant cricket or athletics qualifications
Personal Attributes	<ul style="list-style-type: none"> • A positive attitude and solutions focused approach to their work • A forward-thinking coach who understands a games-based and constraint led coaching approach • Excellent communication skills, orally and in writing • Interpersonal skills and able to relate to children • Self-motivated and able to work independently and as part of a team • Expected to conduct themselves in a professional manner at all times • Excellent organisations skills, attention to detail and team keeping 	<ul style="list-style-type: none"> • Full, clean driving license as the postholder may on occasion be required to drive a minibus to travel to fixtures

REMUNERATION AND OTHER CONSIDERATIONS

As an equal opportunities employer, ESMS is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership. We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join ESMS.

The post	This is temporary, part time and term time only post from 19 August 2024 to 28 March 2025.
Hours of Work	<p>The postholder will be contracted for 26 hours per week. The hours of work will be 2 hours each weekday morning and each afternoon as follows:</p> <p>Monday – 2pm to 5pm Tuesday – 3pm to 5pm Wednesday – 2pm to 5pm Thursday – 3pm to 5pm Friday – 2pm to 5pm Saturday – 9am to 12pm</p> <p>There will also be a requirement to support a lunch club twice a week. Flexibility may on occasion be required due to the nature of the role (start and end times of sessions may vary). The postholder will be required to attend games and fixtures (at home and away) on Saturday mornings.</p>
Holidays	This is a term-time only post, which takes into account a pro-rated entitlement to annual leave and statutory holidays to be paid as part of the monthly salary payment. No annual leave may be taken during term time.
Accommodation & Salary	The postholder will receive a competitive salary rate and accommodation can be made available for the duration of the employment in line with the UK Government rates.
Location	The post holder will be based on the Stewart's Melville College site at Queensferry Road.
Eligibility	Candidates must have the Right to Work in the UK to apply for the position.
Pension	The successful candidate will be enrolled automatically into the Merchant Company Stakeholder Pension Scheme.
Staff Benefits	Staff are offered a range of benefits including: free school lunch during term time, use of the schools' swimming

pool and fitness room outside school hours and membership of the ESMS Discount and Benefits Scheme, including a range of discounts at 130,000 retail and entertainment locations.

ESMS reserves the right to withdraw this position at any time.

APPLICATION PROCEDURE

Applicants must complete the Support Staff application form and Equal Opportunities Monitoring form to be considered for this position. Please note CVs and cover letters will not be accepted. Please submit both forms to recruitment@esms.org.uk before the closing date.

Any enquiries about this position should be directed to Vanessa Rossi, HR Systems, Data and Recruitment Lead, at recruitment@esms.org.uk.

The closing date for applications is 12pm on Friday, 3 May 2024. We anticipate interviews will be held shortly thereafter.