

THE MARY ERSKINE SCHOOL



BASKETBALL, BADMINTON & HOCKEY COACHES

The Mary Erskine School are recruiting for Basketball, Badminton and Hockey Coaches to join our staff. 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 position will be available from December 2021. The postholder will be paid on the ESMS Sports Coach scale starting from £11.66 to £21.22 per hour, dependent upon qualifications and experience, and will be required to complete a timesheet for hours worked. A degree of flexibility is required in this role however we anticipate that postholders will be contracted for the following hours:

Basketball Coach

Tuesday 4pm – 5.30pm and Thursday 3.30 – 5pm

Badminton Coach

Wednesday 4pm – 5.30pm

Hockey Coach

Monday 4.15pm – 5.30pm, Tuesday 4.15pm – 5.30pm, Wednesday 4.15pm – 5pm, Thursday 3.30pm – 5pm, Friday 3.30pm – 5pm and Saturdays 8.30am – 1pm

This is an open vacancy and interviews will be conducted as applications are shortlisted.

THE POST

Sports Coach

BASIC FUNCTION

The Sports Coach will support the work of the Physical Education (PE) Department.

ACCOUNTABILITY

The Sports Coach reports to the Head of PE at The Mary Erskine School.

AUTHORITY

The Sports Coach will have authority as delegated by the Head of the PE Department.

RELATIONSHIPS

The Sports Coach will work closely with the Head of the PE Department, the Heads of Junior and Senior School Sport, and other promoted staff.

RESPONSIBILITIES

Coaching

- Plan, organise and lead practice sessions with the guidance of the lead teacher
- Provide pupils with feedback on their performance in practice and matches
- Aid in selection of pupils for teams, where necessary and appropriate
- Umpire matches and work alongside teaching staff and other coaches to ensure that teams are organised and prepared before and during matches.

Other

- Communicate availability for coaching sessions and matches with the teacher in charge.

REQUIRED SKILLS

	Essential	Desirable
Experience	<ul style="list-style-type: none">• Previous coaching experience in one or more areas	<ul style="list-style-type: none">• Previous experience of coaching in schools, regional or national age group level
Skills/ Abilities/ Qualifications	<ul style="list-style-type: none">• Ability to multi-task and prioritise own workload with good attention to detail• Independent, self-motivated and organised, with an ability to work as part of a team	
Personal Attributes	<ul style="list-style-type: none">• Excellent communication skills (orally and in writing) and interpersonal skills• High professional and personal standards	

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.

- Salary** The successful candidate will be in the range of £11.66 to £21.22 per hour, dependent upon qualifications and experience. The postholder will be required to complete a timesheet each week for hours worked. All salaries are reviewed on 1 April annually.
- Location** The post holder will be based on The Mary Erskine School site at Ravelston.
- Eligibility** ESMS is unable to sponsor the employment of international workers in this role. International applicants will therefore be unable to apply for and secure a Skilled Worker visa. The successful candidate will only be able to take up this role if they can demonstrate an alternative right to work in the UK.

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.

Any enquiries about this position should be directed to Laura McMurray, HR Assistant, at recruitment@esms.org.uk or by phone on 0131 347 5867.

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