



MOUNT KELLY

Boarding and Day School
Boys and Girls, Aged 4-18

Head of Hockey

The responsibility of the Head of Hockey is to ensure a first-class coaching structure, demonstrating Mount Kelly's commitment to its Purpose and Values.

The Head of Hockey will be responsible for achieving excellence in both the boys' and girls' Hockey programmes, ensuring coaching standards are high, players of all abilities reach their potential and a strong and appropriate fixture list is organised. The Head of Hockey will report to the Director of Sport.

Duties and Responsibilities

Coaching

- Working closely with the Director of Sport, and the Prep Assistant Director of Sport, to design and implement a development strategy for Hockey at Mount Kelly
- Leading the delivery of hockey at the School
- Coaching the 1st XI in both the boys' and girls' seasons
- Providing in-service training for all Mount Kelly hockey coaching staff

Match Day

- Working with the ground staff to ensure associated facilities are ready for the season and in good shape for all fixtures
- Ensuring arrangements for match officials are secure
- Supporting the organisation of transport for match teams
- Arranging hospitality for staff, parents, visiting teams and coaches on match days

Administration

- Organising fixtures, officials and House Hockey, ensuring an annual review of the fixture list and adapting to challenge teams appropriately
- Ordering equipment and administering other hockey finances
- Ensuring entries to all competitions and subscriptions are completed
- In liaison with the Director of Admissions and Marketing, managing all outward-facing aspects of the School's hockey provision
- In conjunction with the Director of Sport, ensuring adherence to all relevant school and hockey-specific policies

Development

- Exploring ways to develop and enhance opportunities for all
- Organising tours as agreed with the Director of Sport

- Arranging agreed fund-raising events as appropriate
- Co-ordinating an annual Prep school feeder festival
- Maintaining coaching, officiating and playing pathways for pupils
- Liaising with county, talent academies and local clubs to develop Mount Kelly players and recruit talented players within the area
- Organising annual coaching courses
- Organising pre-season training days
- Developing the Hockey Academy for both boys and girls including skills sessions for more able and talented players as part of the TPP programme.

Personal Specification

Skills and Knowledge	<ul style="list-style-type: none"> • Knowledge of current coaching methods, talent identification and long-term athlete development • Understanding of safeguarding responsibilities within a school setting • Understanding of effective management of sports equipment and resources • Knowledge of high-quality match-day operations • Excellent coaching skills with the ability to inspire players of all abilities, from participation level to performance pathways • Strong organisational and administrative abilities, including planning, scheduling and record-keeping • Ability to develop and deliver a clear, strategic vision for Hockey across the whole school (Prep and College) • Strong communication skills, enabling effective collaboration with staff, pupils, parents and external partners • Ability to lead, motivate and develop staff, promoting high coaching standards • Competence in using ICT to support communication, planning and promotion of the hockey programme • A passionate advocate for Hockey with a genuine commitment to pupil development and wellbeing
Qualifications/Experience	<ul style="list-style-type: none"> • A recognised Level 2 (or higher) Hockey Coaching Qualification or equivalent • Evidence of continued professional development in coaching, player development or sports leadership • First Aid qualification (or willingness to obtain) • Proven experience in coaching high-performance hockey programmes, ideally within a school, club or talent pathway environment • Demonstrated success in coaching senior school teams, including experience with boys' and girls' squads • Experience mentoring or developing less-experienced coaches. • Prior involvement in player development pathways, including links with county teams, talent academies or national governing body structures • Experience coordinating sports tours, training camps or pre-season programmes (desirable)

Other Requirements	<ul style="list-style-type: none"> • Satisfactorily meeting the School's employment checks – Disclosure and Barring Service (DBS) check, references, qualifications and legal entitlement to work in the UK
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The Job Description provides a guide to and general description of the duties and responsibilities of the role and may be amended. It is not exhaustive and the post holder should be willing to undertake any other related tasks, as may be reasonably required.

The post-holder should be aligned with the School's values:

COMPASSION

Empathy Tolerance Kindness

We treat others with compassion; demonstrating empathy, tolerance and kindness in all that we do

COURAGE

Determination Resilience Grit

We act with courage; demonstrating determination, resilience and grit in the face of both opportunity and challenge and always striving to learn through life's journey

HUMILITY

Modesty Gratitude Selflessness

We behave with humility; we are modest in our success, grateful for our blessings and selfless in the way that we share them

RESPECT

Courtesy Service Consideration

We value and respect every person equally; always seeking to serve those around us and treating all with courtesy and consideration

COMMITMENT

Dedication Loyalty Endurance

We demonstrate commitment to our School and to those around us, making the most of opportunities available; we are dedicated, loyal and always endure through to the end

INTEGRITY

Honesty Decency Morality

We value integrity above all; we are honest with ourselves and others, conducting our lives with decency whilst striving for the highest moral standards

Mount Kelly is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post-holder will be engaged in regulated activity with children and has a duty to protect the welfare of children. Child protection training is a statutory requirement in order to provide proper care to vulnerable pupils and be able to implement safe working practices.