



**MOUNT
KELLY**

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

Sports Assistant (Football)

The Sports Assistant supports the delivery of girls' football by assisting the Head Football Coach in coaching sessions, supervising groups, delivering after-school activities and ensuring a safe and positive sporting environment. This is an entry-level or early-career coaching role, reporting to the Head Football Coach

Duties and Responsibilities

Coaching Delivery

- Assist the Head Football Coach in delivering football coaching sessions
- Provide after-school football activities as directed
- Help set up equipment, manage groups and support player engagement

Supervision & Safety

- Supervise pupils safely before, during and after sessions
- Maintain high levels of organisation and pupil behaviour management
- Follow safeguarding procedures and report concerns immediately

Collaboration & Communication

- Work effectively with the Head Football Coach and other relevant staff
- Support whole-school sporting events, fixtures and promotional activities

Professional Conduct & Development

- Participate in training, performance management and school meetings
- Maintain confidentiality regarding pupils and school matters
- Engage in personal development, including pursuing appropriate coaching qualifications

Personal Specification

Skills and Knowledge	<ul style="list-style-type: none">• Ability to assist in delivering engaging football activities• Understanding of safeguarding and child protection responsibilities• Good communication skills with children and adults• Ability to follow direction and work as part of a team
Qualifications/ Experience	<ul style="list-style-type: none">• A recognised coaching qualification in football (e.g., FA Playmaker or FA Level 1 equivalent), or willingness to obtain• Experience working with children or young people in sport or education• Proven experience supporting or delivering sports or physical activity sessions• Experience supervising groups safely

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.