



Job Description

Job title	Physical Education Officer	Department	Sport and Physical Activity
Position and reporting line	Senior Physical Education Officer	Salary	Band 2 – (S.C.P. 5-8) £18,231 - £21,105
Type of Contract	Full Time, 37 hours per week – flexible with TOIL for evening and weekend work	Location	Primary schools across Blackpool
Closing date	5pm Friday 8 th February 2019	Interview date	Week commencing 25/2/19
How to apply	<p>Please forward a CV and a covering letter detailing how you meet the person specification to the attention of Chris Debar, Senior Physical Education Officer, to:</p> <p>jobs@bfcct.co.uk</p> <p>or post it to:</p> <p>Blackpool FC Community Trust, F.A.O. Chris Debar, Senior Physical Education Officer, Bloomfield Road Stadium, Seaside Way, Blackpool. FY1 6JJ.</p> <p>This job will be subject to satisfactory references and enhanced DBS procedures.</p>		
Purpose of role	<p>The candidate will join the very successful team at Blackpool FC Community Trust and deliver specific areas of the Premier League Primary Stars programme in Blackpool.</p> <p>The post holder will support/mentor primary school teachers in their delivery of primary school PE, whilst delivering a range of extra-curricular sessions to enhance the offer of sporting opportunities for young people.</p> <p>The Primary Stars programme is a national initiative, supported by the Premier League, using the power of football to enthuse pupils to become more active and boost their attainment across a number of areas.</p>		
Key Tasks	<p>Delivery</p> <ul style="list-style-type: none"> Facilitate the professional development of local primary schools' teachers, to increase their confidence in delivering PE lessons by working 1 to 1 to tailor individual development plans. Deliver high quality PE, sport and physical activity sessions in local primary schools, with a range of classes and participants. To co-deliver school holiday sports camps. 		

	<p>Project Management</p> <ul style="list-style-type: none"> • To plan, oversee and deliver festivals/events throughout the school year. • Deliver a range of CPD workshops to school staff throughout the year, including planning, delivery and evaluation of the workshops. • To ensure monitoring and evaluation is on track and up to date. <p>Working in Partnership</p> <ul style="list-style-type: none"> • To build and maintain strong relationships with local teachers, schools, and related agencies. • To adhere to Service Level Agreements with external providers. <p>Additional</p> <ul style="list-style-type: none"> • To comply with the Community Trust approach to PE, using the AfPE ‘Head-Hands-Heart’ model and applying it into all PE curriculum provision we provide. • Must keep up to date with National Curriculum primary PE and any new strategies and/or programmes around Physical Activity and Health. • To perform other duties as reasonably assigned or under the authority of the senior management team. • To work either first team home matches or evenings/weekends when required. • Develop and maintain effective working relationships across whole delivery team • Must undertake any necessary internal or external training in accordance with company procedure/policies. • Will be required to demonstrate positive attitudes and values towards others and work in a non-discriminatory way. • To at all times represent Blackpool FC Community Trust in a professional manner regarding dress, presentation, personal hygiene, conduct and professionalism. • Must be available throughout the school year, and take annual leave during school holidays, unless for a valid reason.
<p>Essential Criteria</p>	<p>Qualifications</p> <ul style="list-style-type: none"> • A primary Physical Education qualification. • A Level 2 NGB coaching certificate. • A full UK driving licence (with access to a vehicle). <p>Knowledge</p> <ul style="list-style-type: none"> • Firm knowledge and understanding of National Curriculum Primary PE. <p>Experience</p> <ul style="list-style-type: none"> • Delivering high quality PE sessions within primary schools. • Monitoring and evaluation of programmes.
<p>Desirable Criteria</p>	<p>Qualifications</p> <ul style="list-style-type: none"> • Hold the Level 2 Multi-Skills Coaching Award/Certificate. • Coaching qualifications in more than one sport. • Up to date first aid certificate. • Up to date safeguarding certificate.

	<p>Knowledge</p> <ul style="list-style-type: none"> • Understanding of the ‘Head-Hands-Heart’ model. • Clear understanding of Blackpool FC Community Trust. <p>Experience</p> <ul style="list-style-type: none"> • Working with school teachers and other members of staff working in primary schools. • Mentoring/supporting other adults i.e. teachers, colleagues, volunteers. • Innovative and flexible approach to supporting less experienced staff. • Delivering commercially viable coaching schemes.
<p>Competencies</p>	<ul style="list-style-type: none"> • Works collaboratively with other and ensures maximum participation within teams and across the charity as well as key partners to support and drive achievement of the Community Trust. • Persuasively communicates with others in an open, clear, concise and purposeful way to build effective relationships and gain support and ‘buy in’ for ideas. • Consistently completes work to high standards, identifies ways to improve efficiency and effectiveness whilst continually looking for ways to improve the performance of self/team/Community Trust. • Demonstrates a passion to deliver a quality service to internal and external customers that benefits both the customer and the Community Trust. • Seeks out opportunities to develop and improve self and others for the benefit of the Community Trust. • Gathers and uses information to form ideas about issues/problems and identify the best solutions that maximise the value delivered from the available resources for the Community Trust.
	<p>Blackpool FC Community Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This role involves the supervision of and work with children and young people or vulnerable adults and therefore you will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS) and clearance for work in football by The FA. As such, this post is exempt for the rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions.</p> <p>As Blackpool FC Community Trust is a diverse organisation that respects differences in race, disability, gender, gender identity, sexual orientation, faith, background or personal circumstance we welcome all applications. We want everyone to feel valued and included within the organisation in order to achieve their full potential. Blackpool FC Community Trust is opposed to any form of discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate.</p> <p>You provide several pieces of data to us directly during the recruitment exercise. In some cases, we will collect data about you from third parties, such as employment agencies, former employers when gathering references or credit reference agencies.</p> <p>Should you be successful in your job application, we will gather further information from you.</p>

	If you would like to know more about the data we collect and how we use the data please email selina.hayes@bfcct.co.uk .
Employment benefits	<ul style="list-style-type: none">• Free match day ticket to Blackpool FC Home games• Membership to Perkbox• 28 day's annual leave (inclusive of 8 days bank holidays) increasing by five days after five years of employment• Community Trust uniform• Use of work laptop• Fuel allowance for work related expenses.• Support with work related CPD opportunities.