



STEP Sports Apprentice

FTE Salary £10,380pa

Pro rata salary £9,197

36 hours per week – Term Time Plus Inset Days

Required for September 2022

STEP Academy Trust is an exciting, dynamic place to work that can offer great opportunities to the right candidate. If you are ready to take the next step in your career, join us as we 'Strive Together for Excellence in Partnership'.

We are seeking to recruit a hardworking, dedicated individual with a keen interest in developing a career in Teaching Sport to primary aged children based at Applegarth Academy.

The suitable candidate will:

- Assist the PE Coach/class teacher in PE lessons
- Prepare lesson equipment for PE lessons
- Prepare correspondence to parents/carers to promote after school sports clubs, fixtures/tournaments and liaising with the admin team to send the correspondence.
- Photocopying/laminating
- Arrange/confirm tournaments/fixtures with local primary schools/academies.
- Ensure the STEP minibus and staff to drive the bus are available for tournaments/fixtures
- Liaise with external coaches who run after school clubs

The post will be linked with an apprenticeship sports coach level 3 training at a training college.

Requirements and prospects

Desired skills

- Good level of ICT literacy with knowledge of word processing, spreadsheet and database packages;
- Relevant knowledge and experience of sports development, including club and coach development;
- Good communication skills;
- Good understanding of child protection, child development, health & safety and sports equity principles / policies / procedures (training will be given);

Personal qualities

Self-motivated, effective communication, well organised, reliable, flexible and approachable.

Qualifications required

GCSE (or equivalent) in English and Maths.

Future prospects

Possibility of a permanent post within the Support team upon completion of the apprenticeship.

The Job Description/Person Specification and STEP Application Form can be downloaded from the STEP website – www.stepacademytrust.org. Completed application forms with supporting statements written in line with the person specification should be returned by email to : kelly.mckie@stepacademytrust.org - CVs are not accepted.

STEP Academy Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment.

STEP Academy Trust believes that its workforce should reflect the local community and that all groups within the community should have equal access to the Trust's employment opportunities. We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age. Applicants must hold the right to work in the UK.

This post is subject to an Enhanced DBS check and satisfactory references.

Closing date: 12 noon on Monday 4 July 2022

Interviews: Week commencing 11 July 2022