

JOB DESCRIPTION

POST TITLE:	Leader for Sport and Enrichment
POST RESPONSIBLE TO:	Assistant Principal (Culture and Behaviour, DSL)
ALLOWANCE:	Teacher Main or Upper Pay Scale + TLR 2a (equivalent to £3,527)
START DATE:	September 2026

JOB PURPOSE:

The purpose of this crucial and ubiquitous role is to provide leadership for Sport and Enrichment across the academy, shaping a compelling vision that raises participation, inclusion and achievement while supporting students' health, wellbeing and character development. The post-holder will design and quality-assure a coherent PE curriculum and a year-round enrichment programme—covering sport, physical activity, clubs, leadership opportunities, outdoor education, competitive fixtures, and other extracurricular clubs. They will use data to monitor engagement and outcomes and drive continuous improvements. Through effective line management and professional development of staff, and by building strong partnerships with parents, community organisations and national governing bodies, the role will enhance progression routes and the academy's broader offer, contributing positively to whole-school priorities and culture.

DUTIES AND RESPONSIBILITIES:

- Set and communicate a compelling vision for Sport and Enrichment that aligns with academy priorities.
- Plan, prepare and deliver lessons in Sport and PE courses in line with the relevant schemes of work.
- Work collaboratively with colleagues on cross-curricular projects.
- Monitor, assess and record progress at all Key Stages in accordance with relevant policies and practices.
- Monitor, assess and record the impact of enrichment, with a particular focus on the pupil premium offer and uptake.
- Report to students and parents through documentation and by attending consultation and open evenings.
- Guide students' academic, personal and professional development as a tutor, in line with the academy's guidelines and procedures.
- Manage all aspects of Sport and PE courses, including the future introduction of GCSE and A Level subjects.

- Maintain up-to-date knowledge of the subject, educational/industry advances, and personal and professional development.
- Curate and coordinate a broad enrichment programme (sport, physical activity, clubs, leadership, outdoor education, DofE/fixtures where applicable, and other extracurricular clubs), ensuring year-round provision—before and after school—and equitable access.
- Build external partnerships (NGBs, clubs, providers, community groups) to enhance the offer, progression routes and competitive opportunities.
- Promote the PE department and wider enrichment offer to students, parents and the community; contribute to marketing and open events.
- Lead and support PE staff and colleagues delivering enrichment activities in their duties and professional development.
- Play an active role in the smooth running of the academy, consistent with the responsibilities of a department head and middle leader.
- Advise academy leaders on successes, challenges and development plans for Sport and PE courses.
- Attend and participate in academy and curricular meetings, as well as INSET.
- Prepare succinct reports and reviews for academy or group leaders and the governing body.
- Take responsibility for quality assurance processes covering teaching, learning, assessment and student progress.
- Promote the PE department across the specialism and to parents, as appropriate.
- Supervise and monitor the performance of ECTs and PGCE/ITT trainees working in the department.
- Support and promote academy practice regarding discipline and professional conduct.
- Undertake other reasonable duties at your initial place of work or at other locations within the Trust.
- Undertake any training/professional development required to perform the duties of the post efficiently and effectively.
- Be aware of responsibilities under the Health and Safety at Work Act for your own safety and the effect of your actions on colleagues, students and visitors.
- Undertake any other duties commensurate with the role and grade, as reasonably required from time to time by the Principal.

PERSON SPECIFICATION - LEADER FOR SPORT AND ENRICHMENT

The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively:

REQUIREMENTS The post holder must be able to demonstrate:	ESSENTIAL (E) or DESIRABLE (D) REQUIREMENTS
QUALIFICATIONS	
Honours degree or equivalent in relevant subject	E
Qualified teacher status	E
Post graduate or further relevant professional studies	D
Coaching qualifications or recognised accreditation in sport/physical activity leadership	D
EXPERIENCE	
Successful middle leadership	D
Experience of managing student performance and intervention strategies to raise performance	E
An understanding and demonstration of barriers to learning and how to overcome this	E
Experience in designing, delivering and evaluating enrichment or extracurricular programmes.	E
Experience of involving and engaging parents/carers in students' learning and wider development	E
Evidence of building and managing successful partnerships with external organisations (e.g. sports clubs, community groups, NGBs)	D
KNOWLEDGE AND SKILLS	
Knowledge and understanding of safeguarding issues	E
Proven ability to drive improvement in student outcomes (academic, enrichment and wellbeing)	E
Capacity and appetite to implement and manage change within an organisation	E
Excellent leadership skills and ability to inspire peers, colleagues and teams	E
Strong communication skills with the ability to influence and engage a range of internal and external stakeholders	E
Excellent literacy, numeracy and ICT skills	E
PERSONAL ATTRIBUTES	
To work under pressure and meet deadlines	E
Confidentiality and discretion	E
Ability to organise, plan and prioritise	E
Excellent communication skills	E

Excellent interpersonal skills and ability to work in partnership with a diverse range of stakeholders	E
A commitment to safeguarding to learners within the academy	E
Enthusiasm, optimism and energy	E
A collaborative and inclusive approach to leadership, with a passion for sport, enrichment and whole-child development	E