



MADE FOR GIRLS AGE 4 - 18

THE APPOINTMENT

DIRECTOR
OF SPORT

FOR SEPTEMBER 2022

Dear Candidate,

Thank you for expressing an interest in the post of Director of Sport at The Maynard School in Exeter. This is an exciting role that will suit an experienced and ambitious team player looking to make a difference to our warm, talented and successful community. In order to make sure that we are the right fit for you, allow me to enlighten you further about our wonderful school although, of course, a fuller picture can be found on our website www.maynard.co.uk.

Founded in 1658, The Maynard is the oldest girls' school in the country and we pride ourselves on a unique blend of tradition mixed with innovation and forward thinking. We are an academically selective school and year-on-year we are the leading independent girls' school in the South West according to both GCSE and A-level league tables, as well as the top achieving independent school in Devon.

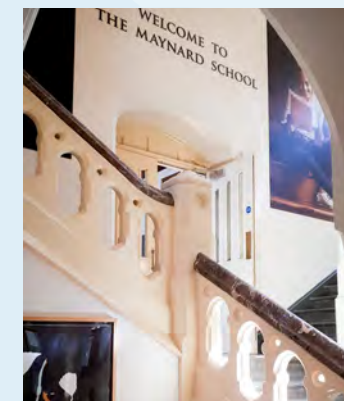
Class sizes tend to be smaller than average throughout the school and we place a heavy emphasis on the importance of pastoral care. We relish the fact that we know each and every student individually which, in turn, allows us to support and nurture them through the very strong staff/pupil relationships we can form. "It's the warmth of the relationship that makes all the difference," noted the Good Schools Guide during their last visit. "And the laughter. Relationships between students and staff are supportive, humorous yet entirely professional."

However, a Maynard education isn't just about academic achievement and we pride ourselves on our all-round,

holistic education. Our sporting calendar throughout the year is packed with events, clubs, fixtures and competitions and we are seasoned national campaigners across the school for hockey, netball, basketball and athletics; our Art Department is so good we are often mistaken for a specialist art school by visitors to our exhibitions; Drama and the Performing Arts play a key role in the day-to-day life of The Maynard – over half of our girls play an instrument, we boast 10-12 drama productions each year (including the biennial staff play) and our choirs are regularly booked to perform at outside venues, such is their reputation.

Our co-curricular programme plays a vital role in developing skills and prepares our students for adult life. Each week, we host over 60 varied clubs during the extended lunch break or after school; we have an outstanding record in the Duke of Edinburgh's Scheme; our Ten Tors teams excel every year; the MUN love a decent debate on far ranging topics and our Young Enterprise team regularly win the top regional prizes for their innovation and sustainable designs. All this in addition to supporting a huge network of girls achieving some remarkable personal endeavours in their own time!

Such is our considerable reputation that our pupil numbers are buoyant at over 450 and our 2022 intake is again looking particularly healthy with huge attendances at our recent open events, an enormous amount of registrations and great interest in our scholarship and Maynard Awards offerings (with interviews and assessments ongoing throughout January). In essence, the future is very bright for this wonderful and unique school.





In terms of location, Exeter is a fantastic place in which to live and work with easy access to the moors and surrounding seaside. Substantial amounts have been invested into the city's infrastructure which has opened up a realm of retail and cultural opportunities, not to mention how easily accessible we are to the rest of the country and beyond through the local airport and public transport networks.

We are looking for an exceptional candidate to lead our PE Department at The Maynard and, in return, we offer confident and capable students, talented and committed staff, a collaborative working environment and a hugely supportive network in which you will feel valued and can thrive. If you would like to see for yourself the school in action and meet some of our wonderful community, then please don't hesitate to contact Zoe Cunningham, my PA, to arrange an appointment (01392 273417 or zoecunningham@maynard.co.uk). Alternatively, I am more than happy to offer a telephone conversation with any interested candidates which can also be scheduled through Zoe.

Thank you, once again, for showing an interest and, if you do decide to apply, I look forward to receiving your application.

Yours faithfully,

Sarah Dunn
Headmistress

DIRECTOR OF SPORT: PURPOSE OF THE ROLE

We are seeking to appoint an appropriately qualified and experienced PE Specialist to take a lead role in the school's sports programme. The individual will be responsible for the quality of the sport provision and PE throughout the school, and for teaching girls from Reception to Year 13. They will be an ambitious individual who can demonstrate an ability to lead and manage staff, as well as to motivate and inspire pupils. They will work closely with the SLT to develop this key area of school life.

Sport and physical activity are central to the life of The Maynard and thrive both within and beyond the curriculum. Success is achieved locally, regionally and nationally in a number of sports and many girls compete at a high level. Participation and a passion for exercise are also actively encouraged within a broad curriculum. Students take part in lessons and matches, and both enthusiasm and ability are recognised and rewarded. Academic PE continues to develop with numbers growing at A-level and GCSE PE was introduced in September 2021. Equally, we are very fortunate to benefit from established partnerships with Exeter Chiefs and Team Bath Netball, in addition to close associations with other local clubs and organisations.



The Director of Sport position has arisen due to the retirement of the existing postholder, and will enable the successful candidate to build on previous success and develop a clear and coherent vision for Sport going forward. The post holder will have overall responsibility for all the sporting activities and facilities at The Maynard and will be a role model for sporting participation and excellence across the school, encouraging a culture where pupils can enjoy physical activity both in competitive and recreation sport, and develop a healthy lifestyle. This includes leading an exciting and varied enrichment sport programme, arranging and managing external coaches, organising off-site facilities, managing existing partnerships and forging links with other organisations, including involvement with Independent Schools Association sports. The successful candidate would be expected to teach a reduced timetable in PE.



This role is suitable for an individual who is passionate about the value and benefit of an active lifestyle for young people, who has a proven track record of leading and developing PE and sporting talent in others, and who understands the part PE and games play in girls' school communities.



CURRICULUM

The Physical Education and sports curriculum is varied, offering pupils traditional games and activities including: hockey, netball, basketball, tennis, athletics, dance and gymnastics as well as developing sports such as rugby, cricket and football. Additional activities include using coaches to run the options programme for Senior pupils such as outdoor education, squash, fitness, personal training and martial arts. The Sports Leaders' programme is also an option for Senior girls.

We provide a progressive and challenging outdoor education programme beginning in Year 9 with The Duke of Edinburgh Award and the annual Ten Tors Challenge. We also take Senior students on an expedition every two years which includes community-based work on the ground and a challenging trek. Recent trips have visited Morocco, the Indian Himalayas and Iceland, with a forthcoming trip to Borneo. As well as a biennial expedition, KS4/5 students have the opportunity to go on a Sports Tour for hockey and netball, most recently to South Africa.

DEPARTMENT

The department consists of six members of PE staff, an administrator and additional external specialist coaches who work under the leadership and management of the Director of Sport. All staff are responsible for developing an engaging programme which will foster a love of sport in our pupils and set a foundation for a lifetime of participation in sport. Members of the teaching staff are expected to fully commit to the life of the school and to participate wholeheartedly in extra-curricular activities during the week and on the occasional weekend.

THE MAYNARD SPORTING ETHOS

“We understand the link between mental health and physical wellbeing; our aim is for all girls to be active, healthy and confident enough to try new things.”

Active girls are happy and motivated girls; we seek to inspire both the elite and the novice across the board with a sports programme that provides every student with the opportunity to make the most of her talent and potential.

Whilst pursuing excellence for the senior teams and for outstanding individuals, The Maynard believes that an active lifestyle should be enjoyed by all. We offer a choice of over 50 sports or physical activities and an ever-increasing number of teams represent the school at all levels. Our carefully devised (and continually expanding) programme includes a variety of team sports mixed with non-competitive options such as core conditioning classes, body pump, dance and cross country running as lunchtime clubs. As well as organising hotly contested fixtures against other schools, we also have a fun-packed programme of inter-house sport, enabling pupils of all levels to experience competitive events on a regular basis.

Our number one goal being to provide every single student with access to the skills, knowledge and understanding necessary to promote life-long participation in physical activity.



CATERING FOR THE ELITE

Our Elite Athlete Programme helps support and extend provision for our high-performance athletes, providing extra coaching, masterclasses, mentoring, nutritional advice and leadership opportunities.

We are regular Devon champions in the sporting arena for netball, hockey, athletics and equestrian whilst our tennis, swimming and basketball teams have built an enviable reputation as some of the best in the South West. Recent success at National level include; U18 Hockey; U14 Netball; U13 Swimming and KS3 Dance.

SPORT FOR ALL

Alongside developing key skills in our main sports, we provide our students with the opportunity to try something new, introducing them to different sports and activities in the hope they find something that they love. By fostering an “active life” philosophy and promoting a lifetime involvement in sport, we generate an ethos focused around inclusion and mass participation. As such, The Maynard was the first in Devon to achieve The Wellbeing Award for Schools in part due to our nurture and wholehearted support of each individual.

OUR FACILITIES

From our early morning Tennis Academy or fitness classes, to the endless lunchtime clubs and the after-school Modern Dance/Football/ Basketball/Netball/Tag Rugby (the list is constantly growing), we make the very best use of our onsite facilities. More details are [here](#) about all of the various sporting venues that we use.



Onsite Facilities:

- A purpose-built Sports Hall (full standard size and fully marked)
- Three floodlit netball/ tennis/ hockey courts
- A large spacious Performing Arts Centre and indoor Gym
- A fully equipped CV suite



By our very location in the heart of Exeter, we are also fortunate to have access to some of the best facilities in the South West. The joy of being able to hire these facilities, and all only a stone's throw away, is that they are of the most professional standard possible and provide huge variety for our students to sample different sports and activities.

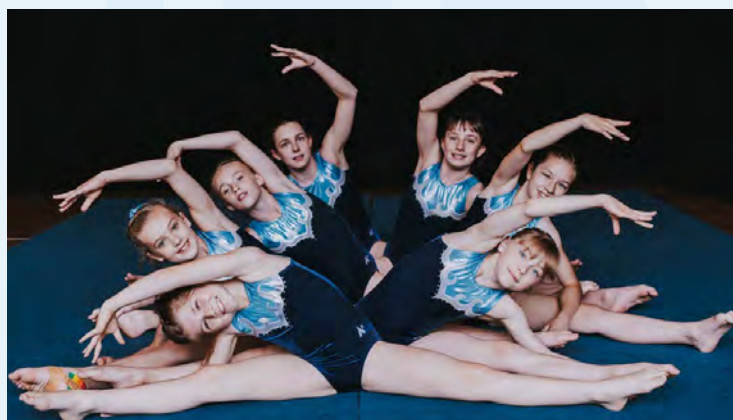
State-of-the-Art External Facilities:

- Water and sand-based astro hockey pitches at the University of Exeter Sports Centre
- A choice of indoor pools courtesy of the public pool just a 2-minute walk away or the Exeter University St Luke's campus pool (a 3-minute walk away)
- The Exeter Arena Athletics track
- Haven Banks on the Exeter Quay for sailing, kayaking and other water sports
- The Exeter Saracens rugby pitches
- Sandy Park (courtesy of our sponsorship of the Exeter Chiefs Women's team)
- The University of Exeter Tennis Centre
- The Victoria Road Tennis Club
- The Exeter Golf & Country Club (including coaching from the club's PGA qualified team of golf pros)
- The Devon & Exeter Squash Club
- The Exeter Gymnastics Club
- The University of Exeter's cricket pitches
- Nearby Dartmoor for caving, mountain biking and other outdoor adventures

EXTERNAL COACHES

The Maynard invests heavily in our sports programme and, in addition to our hugely qualified and experienced team of dedicated PE staff, we also hire specialist coaches to ensure a maximum learning experience in a broad range of sports, including:

- Hockey
- Netball
- Tennis
- Swimming
- Junior Sport
- Martial Arts & Kickboxing
- Badminton
- Football
- Basketball
- Rugby
- Ballet
- Aerobics & Fitness classes
- Modern Dance
- Yoga
- Golf
- Outdoor Education (sailing, kayaking, paddleboarding, dragon boating, mountain biking, etc)
- Squash
- Gymnastics





SUPPORTING WOMEN'S SPORT

We are incredibly proud to be one of the first to support top level women's sport here in the West Country through our unique sponsorship package of the Exeter Chiefs Women's team. This exciting collaboration is indicative of women's solidarity at its best and, now in its second year, it is very much a two-way partnership with weekly coaching sessions from the Chiefs Women, tickets to their matches and the formation of our very first rugby team to take on the best at Rosslyn Park in the spring.

Additionally, we are equally proud to be the venue of choice for the Team Bath Netball Academy Development Centre enabling the region's top players to access our excellent facilities in a continued collaboration between us both. In turn, we are also fortunate to have a Team Bath netballer as a lead coach for some of our teams, taking weekly sessions with our elite students.



JOB DESCRIPTION AND PERSON SPECIFICATION



JOB DESCRIPTION

LINE MANAGEMENT RESPONSIBILITIES

The Director of Sport is responsible to the Assistant Head for:

- Representing PE and sport, in all its richness, to the school community.
- The quality of teaching and learning in the PE curriculum.
- The writing and updating of detailed schemes of work, the PE Department Handbook and any relevant policies, ensuring compliance and implementation of policies.
- Review and management of PE facilities and resources.
- Strategic thinking and planning for the development of PE in the context of the school's development plan.
- The quality of outcomes for all pupils.

The Director of Sport will directly manage the PE Department, support staff and external coaches within the subject. This job description is not an exhaustive list and is subject to annual review.

KEY DUTIES

Teaching

- Provide pedagogic leadership for the subject, playing a key part in raising standards of teaching and learning through the excellence of her/his own teaching and by supporting the professional development of colleagues.
- Lead in the teaching of A-level and GCSE PE and take responsibility for the outcomes of the department.

Management of Pupils' Attainment and Progress

- Operate systems for monitoring and improving and evaluating pupils' attainment and progress.

Management of Staff

- Ensure that standards of subject teaching are at the highest levels possible.
- Lead, motivate and manage the PE staff team, including support staff and external coaches.
- Implement policies and procedures for staff development, ensuring that the school's performance management system is well used to improve subject provision, to meet the defined aims of the school development plan, and to facilitate the professional development of all members of the subject staff team.

Management of Curriculum

- Implement an enriched, challenging and continually improving curriculum, taking full account of the school's external coaches and partnerships, to provide breadth, balance and relevance for all pupils, whatever their abilities, aptitudes and needs.
- Review assessment methods, including external examinations, to ensure that pupils are best served by the subject department's chosen assessment methods.
- Analyse assessment data to refine and improve the department's teaching.

Financial Management

- Ensure, as the budget manager of the subject's funding allocation, that the PE department provides good value for money through cost-effective and efficient curriculum delivery and management.
- Contribute to the short-, medium- and long-term planning processes having regard to financial implications.

Management of the School within the Community

- Establish, encourage, and maintain strong curriculum links with local, regional and international schools, clubs and organisations.
- Lead and manage an engaging extra-curriculum PE and sport programme.
- Manage external and internal facilities effectively.

PERSON SPECIFICATION: QUALITIES, SKILLS AND EXPERIENCE

ESSENTIAL QUALIFICATIONS AND EXPERIENCE:

- A good honours degree
- QTS/PGCE
- National Coaching Qualifications
- Experience of strategic planning and driving change
- Experience of leading and managing teams
- A proven track record of being an excellent practitioner at both GCSE and A-level
- A track record of success in raising standards and increasing participation
- Experience of managing budgets and resources

DESIRABLE QUALIFICATIONS AND EXPERIENCE

- Performance at County, Regional or National level in a main sport - netball, hockey, rugby, football, cricket
- Postgraduate degree
- Leadership qualification e.g. NPQML/SL
- Senior Management Experience
- Good knowledge of the Independent School Sector

PERSONAL QUALITIES AND SKILLS

- The ability to develop and articulate a strategic vision and inspire others to follow it
- Excellent interpersonal skills
- A friendly and willing team player
- Strong administrative and organisational skills
- The ability to communicate effectively and listen to others
- Ability to initiate and innovate
- Strong ICT skills
- A concern for detail balanced by a clear and convincing vision
- The drive, initiative, ambition and energy to make a significant and lasting contribution to the development of sports in the context of a thriving school
- A commitment to safeguarding and promoting the welfare of children and young people
- A passionate commitment to the promotion of health and wellbeing in all
- A willingness to go the extra mile for the benefit of the pupils
- To be able to inspire children and teach PE to the highest level
- High expectations for themselves and for others
- A commitment towards personal CPD

TERMS OF EMPLOYMENT AND HOW TO APPLY

To start September 2022.

The salary for this post will be commensurate with the applicant's experience and qualifications.

Teaching staff are able to join the Teacher's Pension Scheme or continue with this if already a member.

Full time staff receive remission with school fees for their children to be educated at The Maynard.

The Maynard School is committed to the safeguarding of all young people and child protection screening is applied to all posts.

To apply, please complete the school application form and send along with a CV and covering letter to Mrs Zoe Cunningham at zoecunningham@maynard.co.uk.

Closing Date for applications will be noon on **Thursday 10 February 2022**.

Interviews will take place on **Thursday 17 February 2022**.





THE
MAYNARD
SCHOOL
EXETER

MADE FOR GIRLS AGE 4 - 18

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The Maynard School is a registered charity
providing education for girls.
Registered Charity No. 1099027.