



RESIDENT SPORT ASSISTANT



ETON  
COLLEGE

# 01

## SPORT ASSISTANT

Be part of a challenging and exciting learning environment, within sport and beyond.

Eton College believes in providing an all-round education for our pupils, involving them in a deep commitment to the full co-curriculum. Sport has been central to the Eton curriculum for some time – the first ever recorded inter-school fixture is an Eton v Westminster cricket match in 1796; amateur rowing was established here, and the Eton Field Game trophy is even older than the FA Cup! Today we provide organised sport on six afternoons per week.

As a Resident Sport Assistant living at Eton, you will have the opportunity to gain experience across all aspects of the school, but your primary activities will be assisting our extensive co-curricular sport programme. Alongside this you will work with our Summer School programme, help the school deliver our annual calendar of events, and perform House Assistant duties within two of our Boarding Houses.

In return, we offer a comprehensive benefits package including free accommodation on site,

subsidised meals, a range of other additional employee discounts and opportunities for personal development, including the opportunity to undertake a number of coaching qualifications during your time at Eton, such as British Weight Lifting. Previous Sport Assistants have gone on to achieve successful careers in sport, coaching and teaching.

This one year opportunity is for anyone with a passion for sport and the ability to convey this enthusiasm to young people. Along with excellent social skills, you will need natural coaching abilities, an open mind to consider and value the perspective of others, and the desire and dedication to make a difference to young people's lives through sport. As one current Sport Assistant stated, "I get the opportunity to coach alongside and learn from some brilliant coaches in a wide variety of sports across all age groups and abilities".

## SPORT AT ETON

Life at Eton is vibrant, varied, exciting, challenging and immensely rewarding – for pupils and staff alike.

Our aim is to offer opportunities for every student to take part in and learn through sport. Our co-curricular programme is designed to encourage a rich and diverse experience for all pupils, enabling pupils to identify and develop skills and strengths outside the classroom, through a huge variety of activities including sport, societies, outdoor education, arts, music and theatre.

Every boy is offered a full sporting programme and almost all members of the teaching staff are involved in delivering sport in some form or other. Opportunity is key: pupils play for school teams and in house competitions for all major sports teams including football, rugby, hockey and cricket, as well as a broad array of other sports such as fencing, squash, rackets, martial arts and water polo.

Games are central to Eton's curriculum, not just because pupils enjoy them, but because they help to develop many of the qualities in which the school believes. Approximately 850 fixtures take place each year at Eton, made up of 25 different sports. On some match days, there may be as many as 50 games being played, including Eton's original games, such as the Wall Game and the Field Game. Eton Fives is another 'original' sport; although other versions of Fives have been developed and now the game is played nationally and internationally by many schools and clubs. At Eton, we have 16 Fives Courts for pupils to use.

Whilst pupils enjoy playing sport in their own right, the process of engaging in sport at Eton also embodies many qualities promoted by the College, such as learning to win and lose; to push oneself to, and perhaps beyond, one's perceived limits; to think as part of a team; to know when to strive for more and when to acknowledge defeat. Consequently, we aim to give every pupil the chance to benefit from learning through sport by playing, improving and enjoying the sport of their choice.

# 02

### CARING FOR OUR PUPILS

The school provides outstanding pastoral care for pupils. We are a full boarding school with 25 boarding houses, each home to around 55 pupils aged 13-18. The houses are the heart of life at Eton.

Each house is run by a dedicated team, including a House Master and Dame who live on-site and a team of support staff. Each house is also supported by teaching staff members, who carry out regular evening duties as a House Assistant.

Pupils are also tutored in small groups by a dedicated Tutor, who meets with them regularly and takes an interest in their academic progress and well-being.

*We care about the individual and pride ourselves on the warmth of a community in which all our pupils feel valued.*

SIMON HENDERSON | HEAD MASTER





*We develop pupils by providing the finest facilities we can, including a national standard athletics stadium in partnership with local clubs and our rowing lake at Dorney, which was successfully used for the 2012 Olympic Games. We have a new state-of-the-art indoor sport facility, including a new eight lane swimming pool and two sports halls.*

**FACILITIES INCLUDE**

- A national standard athletics stadium
- Swimming pool
- Strength and conditioning gym
- Health and exercise gym
- 2km rowing Lake
- 40 winter pitches
- 20 cricket pitches
- 4 floodlit all weather pitches



# CANDIDATES

We are looking for candidates who can bring new perspectives and skills that will enrich the learning of our students.

## ABOUT YOU

You will have a passion for sport and the ability to enthuse, motivate and inspire young people. Your own record of sporting and/or coaching achievement will be outstanding and you will be excited to join a high-achieving and reflective culture.

As a colleague you will be positive, forward-looking and collaborative. You will value and embrace life in a full-boarding community and contribute whole-heartedly to all aspects of school life.

## SKILLS & COMPETENCIES

- Demonstrable experience in a range of sports with the ability to convey your passion for those activities;
- Prior experience of playing football, rugby or hockey is essential, and experience of playing tennis, cricket and/ or athletics is highly desirable;
- Prior experience of coaching football, rugby or hockey is highly desirable. However, if you do not already have this experience, a willingness, passion and ability to learn how to coach one of these sports is essential;
- Demonstrable experience of running or being part of a sports team;
- Experience of training and/ or coaching Strength and Conditioning is desirable;
- A team player and ability to work collaboratively with others;
- A desire to be fully involved with the life of a busy boarding-school;
- The ability to inspire, motivate and develop pupils confidence in themselves;
- The ability to positively influence and maintain good order and discipline amongst pupils;
- Flexibility, combined with the ability to juggle a variety of tasks;
- Excellent communication skills;
- The natural inclination to consider the perspectives and opinions of others and encourage people to express their views;
- High levels of personal organisation and initiative, combined with the ability to make things happen;
- A proficient level of computer literacy;
- A commitment to uphold the highest standards of pupil welfare and safeguarding procedures.

*We are committed to creating and sustaining an environment that values and celebrates the diversity of both staff and pupils. We believe in equal opportunity for everyone, irrespective of age, disability, gender, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sexual orientation or socio-economic background.*



# JOB DESCRIPTION

We value individuality, difference, teamwork and the contribution everyone makes to the life of the school.

## KEY RESPONSIBILITIES

- Contributing to the school's sport programme, taking responsibility for a sport team or teams each half (term), providing coaching, supervision and guidance, and accompanying away matches against other schools;
- Coaching and co-coaching training sessions;
- Officiating sport matches;
- Under the direction of the House Master, performing weekly House Assistant duties within two of the school's boarding houses;
- Participating in informal duties across the college, such as society meetings, contributing to the school's 'socials' programme and acting as an exam invigilator;
- Providing logistical and administrative support to the Lower Master's Office and School Office Manager during major events, including (but not limited to), the school's two major open days, Parent-Teacher meetings, and supervision of transport during the start and end of school holidays;
- Working with the Summer Schools team to help deliver our Summer Schools' programme;
- Contributing to other areas of the co-curriculum, subject to individual aptitude, experience and preferences, and as approved by the Director of School Sport;
- Undertaking any other reasonable tasks as requested.

## FURTHER ACTIVITIES

Some Sport Assistants may also:

- Undertake some academic 'team teaching' with an experienced Master;
- Subject to qualifications and prior experience, undertake a small amount of classroom teaching;
- Assist pupils with university applications during the Michaelmas half.

*This list is not exhaustive and is subject to change. The successful candidate will be expected to fulfil any reasonable request made by their Line Manager*

The school has a number of benefits of service, including:

- Bike-to-work scheme
- Counselling services
- Eyecare plan
- Free use of sports and leisure facilities
- Discount at local shops and amenities



## A TYPICAL DAY

The roles are varied, with opportunities to coach different sports across all levels and to perform weekly House Assistant duties.

Our current Sport Assistants have outlined what a typical day involves for them:

'I get into ADP gym for 9am and help assist with the boys strength and conditioning programmes to help them lift with the best technique. At 11:20 I go to formal chambers with all other members of staff and then from there head back to the gym to continue helping the boys. After lunch at 1:15 I then head over to the pitches to run a training session with my rugby team from 2:20 till 4:20. This is then followed by joining back into ADP until 7:30 as each block can use it during their allotted times.'

'On a Thursday, my day will begin in the ADP gym, overseeing strength and conditioning sessions for students. After lunch I will take my U15As rugby for their second training session of the week. Following that session ... I will commence with the running of football which supports the development of a range of abilities'

Once a week, Sport Assistants perform House Assistant duties in a Boarding House. A current Sport Assistant has described what a typical evening involving House Assistant duties looks like for them:

'A typical boarding house duty would involve joining the boys for supper and conversing with them about their day. After which I would join them for their daily meeting to read out any important

announcements. My role into the evening would require me to move around the house, chatting to the boys and overseeing their relevant block device hand in and bedtimes alongside the house Dame on duty'

Our Sport Assistants have also described what a typical match day involves:

'A typical match day at Eton would require me to liaise with the Master in Charge of that sport about match day setup, ensuring everything is in place. Tasks would include signage for visitors and players, signage for medical professionals, match balls distributed, external referee meet and chaperone, meet and greet opposition on arrival, referee a fixture (if required), coaching your team as well as hosting the opposition post-match'.

'Saturday is our match day. I would head to chambers in the morning at 11:20 to find out tasks that need to be done so that the day runs smoothly. I would then do these tasks after this meeting. The rest of the day is then based around the game, picking up the opposition to take them to their changing room, playing the game, and then finally taking the staff over to the common room to host them for match teas'

## WHAT'S IN IT FOR ME?

We believe that all our staff deserve the fullest support in achieving their own potential.

All members of our community are encouraged to participate fully in the life of the school and to enjoy the beautiful grounds and facilities. Windsor is just across the river, with a tangle of pretty lanes, chic shopping streets, green spaces, ancient castles and picturesque tea shops. There is plenty to see and do. Windsor also hosts the oldest and largest inhabited castle in the world as well as one of Britain's oldest and most prestigious repertory theatres. 20 miles of beautiful and historic waterway meanders through the Royal Borough of Windsor and Maidenhead, leaving historic villages and iconic attractions waiting to be discovered.

### PACKAGE DETAILS

Offering a competitive salary of £20,684 per annum and free accommodation\*, this is a 1 year fixed-term contract, starting in September 2023 and ending in August 2024.

\* Whilst the accommodation is provided free of charge, there will be a small personal tax liability for you on this benefit. Please be aware, the accommodation is similar to a Halls of Residence and is only suitable for a single person or a couple. Alternative accommodation is not available.

The working pattern is 6 days a week (Monday to Saturday inclusive), and approximately 40 hours per week. During Summer Schools, you will work for approximately 40 hours per week, however the days and hours of work will vary depending on the activities you are performing at the time.

You will be expected to work for 40 weeks per year, with 5.6 weeks paid holiday. This means you will be paid for 45.6 weeks in total. The remaining 6.4 weeks are considered unpaid leave, however you will be paid monthly over 12 months.

You will be required to take your annual leave during non-term periods, excluding the 3 days before the start of term and the three days after the end of term, and the 6 weeks of Summer schools – which normally run from early July to Mid-August. If a bank holiday falls during term time this is considered a normal working day, and you will receive a day's holiday in lieu.

Any offers will also be subject to a number of pre-employment checks that must be satisfactory to the College. The Eton College HR department will contact the successful candidates to discuss this further at the relevant time.

**Eton College is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo safeguarding checks, including, but not limited to; reference checks with past employers, an Enhanced Disclosure from the DBS and an online search. The College is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions, reprimands and final warnings (including those which would normally be considered as "spent" under the Act) must be declared, subject to the DBS filtering rules. It is a criminal offence for any person who is barred from working with children to attempt to apply for a position at the College.**



*Throughout the recruitment process, The HR and Recruitment team have been fantastic in making sure I was up-to-date on paperwork and safeguarding checks. This made me even more excited to start at Eton as I knew that everything was organised and in place for my arrival!*

SPORT ASSISTANT (2021)

*As a Sport Assistant here at Eton you benefit from getting hands on experience in many different areas, stretching your abilities and challenging you to develop new skills such as problem solving, leadership, organisation and adaptability. I have seen a huge progression in my personal development.*

SPORT ASSISTANT (2022)

# 09

# APPLICATION PROCESS

JANUARY AND  
FEBRUARY

APPLICATIONS OPEN, CLOSING DATE  
IS THURSDAY 9 FEBRUARY 2023

W/C 20  
FEBRUARY

FIRST STAGE ZOOM  
INTERVIEWS

1 & 3 MARCH

ASSESSMENT CENTRES

## What happens now?

Please apply online at [jobsearch.etoncollege.com](https://www.jobsearch.etoncollege.com).

## What happens at the Assessment Centre?

- Group Assessment
- Tour of the School
- Presentation \*
- Coaching session \*
- Safeguarding Interview\*

\* Please note some preparation will be required for these activities prior to the assessment centre day.

At the Assessment Centre, candidates will be required to coach a football or rugby session.

Should you require any reasonable adjustments to be made or facilities provided to enable you to apply online and/or attend the assessment centre, please do not hesitate to contact us prior so we can make adjustments accordingly.

*If you have any questions or would like further information regarding this opportunity, please contact [recruitment@etoncollege.org.uk](mailto:recruitment@etoncollege.org.uk)*