



# Role Profile

## School of Rugby Co-ordinator

Reference No.	I317.01	Type	Individual
Service	Education & Children's Services		
Job Family	Para Professional 1	Grade	FC3

### Purpose

To implement, operate and evaluate the Levenmouth Academy CashBack School of Rugby. This will work with P6, P7, S1, S2, S3 in terms of taught curricula. Additionally, S4 – S6 will benefit from Coaching Qualifications and experiences. Coaching and operating Rugby Teams. This will be linked to Levenmouth Academy Physical Education Department.

**Task or Responsibility** - For this role, there is an expectation that all, or a combination, of the following will be undertaken:

Setting up Levenmouth Academy CashBack School of Rugby
Organising Timetable groups from S1 – S3
Arranging Primary Liaison and work with P6 – P7 in Cluster
Working with Senior Pupils to gain Coaching Qualifications
Evaluating pupils progress, reporting to Principal Teacher of Physical Education and Depute Head Teachers + Scottish Rugby Union
Assessing and reporting on young people maintaining records for attendance at matches(Scottish Rugby Union criteria)

**Person Specification: Skills, Knowledge, Qualifications or Experience** - Criteria can apply to more than one task or responsibility

	E	D
Working knowledge of Rugby	✓	
Motivational person who can engage with young people (Work Together- See How We Work Matters Framework)	✓	
Organisational skills and the ability to work efficiently (Take ownership)	✓	
Approachable and flexible in working arrangements		✓
Confident in liaising with Primary Cluster (Focus on customers)		✓
Ability to track, monitor, evaluate and feedback (Embrace technology and information)	✓	

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<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
Providing information to Scottish Rugby Union re: Funding programme's impact	Able to work within a school structure – ensuring departmental deadlines and procedures are followed (Deliver results)		✓
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

<b>Additional tasks or responsibilities</b> – this is a generic role, however this particular job may also require you to undertake the following:			
<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>

<b>Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required</b>				
Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one).	PVG Children <input type="checkbox"/>	PVG Protected Adults <input type="checkbox"/>	PVG Both <input checked="" type="checkbox"/>	None <input type="checkbox"/>
	Basic Disclosure <input type="checkbox"/>	Standard Disclosure <input type="checkbox"/>	Enhanced Disclosure <input type="checkbox"/>	

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**Additional Information** – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

**Expected Behaviours** – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results