



THE KING'S SCHOOL  
CHESTER

# Director of Rowing (January 2025)

## Applicant information



Discovering the *world*



Igniting *curiosity*



Seizing *opportunity*



Becoming *exceptional*

EVERY OPPORTUNITY. ENDLESS POSSIBILITIES.

## About us



King's is an academically selective, co-educational independent school originally founded in 1541. Almost 500 years later, King's is a thriving, and forward-thinking school of 1137 pupils, considered to be one of the very best of its kind in the country.

The King's School Rowing Club has been training young rowers to success since 1887 and has an enviable reputation as one of the country's top school clubs. Our boathouse is situated in the centre of Chester on the River Dee, and its excellent facilities are enhanced by experienced and professional coaching. Rowing is offered as part of the sports curriculum from Thirds (Year 9), and forms part of the curriculum from then on for those who wish to participate.

King's rowers compete at the top level of schools' competitions and regularly row at the Henley Regatta. Many rowers join the excellent rowing traditions at Oxford, Cambridge and Durham when they leave King's and we are proud to name many ex-Boat-Race crew members as Alumni, as well as National and Olympic champions.

Further information about the school can be found on our website: [www.kingschester.co.uk](http://www.kingschester.co.uk)

### THE ROLE AND OPPORTUNITY

Starting January 2025, The King's School Chester is looking for our next **Director of Rowing** who can lead, coach and inspire the next generation of rowers. King's has a proud history of rowing and an ambitious rowing programme, with a strong team of coaches, boats and facilities, and a key goal to regularly place competitive crews into all age categories at the National Schools Regatta. The successful candidate will have extensive experience on the national circuit with the ability to support athletes with international ambitions.

Our next **Director of Rowing** will be a talented, well-qualified and an imaginative leader, proven experience of managing and coaching, and with relevant experience of working with young people. Having excellent communication and motivational skills will be key to the continuing success in taking our rowers to the next level. This will entail thinking ambitiously and strategically.

The **Director of Rowing** leads a team of specialist staff including the Assistant Director of Rowing, Head Coach, Boathouse manager, Boatperson and several part time paid and volunteer coaches who are dedicated and amongst the best team around.



### **Key Roles and Responsibilities**

The exact duties and responsibilities will be established by the Deputy Head Operations but will include:

#### **Leadership**

- Managing all aspects of the rowing programme
- Taking a lead role in coaching and to coach to the highest standard in all three terms
- Line managing the Head Coach
- To encourage, support and offer advice to all other coaches and ensure our volunteers feel part of the team
- To determine, in consultation with the Deputy Head Operations and Director of Sport, the School's requirements for rowing staffing for the forthcoming year
- To establish and maintain a structure for rowing which enables top level success and wide participation
- Lead and effectively communicate with all stakeholders, including staff, volunteers, parents and pupils
- To manage and develop all rowers within the club, ensuring every individual can achieve their best within the programme, developing appropriate programmes of training and fitness through the club pyramid model
- To support and guide the achievements of all crews and recreational rowers
- To encourage representative achievements, putting forward pupils for representative honours as appropriate
- To oversee the development of all rowing coaches and implement a programme of coach development
- To manage and continue to develop the strategic plan for rowing and the Boathouse, in the light of growing numbers and the possibility of expansion of facilities.

### **Administration**

- To liaise with the Boathouse Manager (River Safety Officer) and Boatperson on all matters relating to the condition and maintenance of the Boathouse and boats
- To oversee the work of the Assistant Director of Rowing, ensuring all rowing administration including BR membership, results submissions, Head Race and Regatta entries, rowing camps and trips are completed accurately
- To co-ordinate the reporting of regular results to the Deputy Head Operations, as appropriate, for celebration assemblies etc.
- To monitor attendance at rowing sessions and report absences accordingly
- To ensure all training, trips and races are planned and published in a timely manner
- To liaise with the Director of Sport & leads of key co-curricular areas with regard to student clashes of commitment
- To consult with the Bursar and Deputy Head, Operations over the annual budget and manage accordingly
- To review and update all literature about rowing at King's, review on an annual basis
- To ensure the annual rowing safety audit is completed (working with the boathouse manager)

### **Health and Safety**

- To act as club safety advisor and liaise with the Head of Estates and Bursar regarding Health & Safety at the boathouse and attend regular school Health and Safety Committee meetings
- Act as a final arbiter on whether crews may scull or row in the prevailing water and weather conditions
- Ensure that risk assessments are carried out and monitored regularly in consultation with the Head of Estates
- Ensure coaches and students are aware of safety rules and adhere to them

### **Communication**

- Ensure fixture and team sheet details are accurately communicated in the School Calendar using SOCS
- Liaise with the Marketing Department
- Liaise with various representative teams to ensure that King's students are well supported in their quest to succeed
- Responsibility for promoting and publicising rowing which includes twitter, team reports and review and update all rowing literature
- Be the initial School contact for all rowing related matters and liaise as appropriate.



### **Regatta's, Heads and Tours**

- Organise and lead regular domestic and international tours, mainly during the holidays
- Organise and lead training camps during holidays for King's pupils
- Organise and lead a programme of pre-season training before the start of term



### Partnerships

- Enhance the school's reputation for fair play, good behaviour and hospitality
- Develop and foster links between The King's School and other organisations including local clubs (professional and amateur), regional and national rowing bodies
- Be a leading seat on the Dee Captains Committee
- Develop and foster relations with local schools, for example through the Chester Schools Together Partnership
- To manage and build the strong relationship with Rex Boat Club (alumni and supporters Boat Club based at the school boathouse)
- To maintain strong relationships with the King's School Rowing Parents' Association and to attend committee meetings
- To attend meetings of the Kitchin Society (two per year)



### General

- The Director of Rowing is required to carry out such additional duties as may be required from time to time for the proper performance of the duties of this role
- The Director of Rowing will undertake the role of a tutor in the Senior School (on a part-time capacity) to develop relationships with the school and pupils in a school setting and to develop an understanding of the importance placed on pastoral care at King's
- Set personal targets and take responsibility for own personal professional development through the School's Professional Development Programme
- To adhere to school policy on safeguarding, child protection and attend training as required
- To ensure the safeguarding and wellbeing of children and young people at the school in accordance with school policies
- Take part in training programmes provided by the school



All major sports at King's aim to create a culture that delivers:

- High levels of participation (recreational and competitive)
- Developing different levels (beginner to international)
- Competitive success
- Impact on wider King's life (development of cross-curricular skills, discipline, teamwork etc.)

#### Qualifications

- Candidates will be required to have a Level 2 BR Coaching accreditation.
- Experience of coaching juniors is essential

### SALARY AND BENEFITS



This is a unique role which requires a **minimum of 27 hours per week\***, which must include:

**Saturday 7:30-2:30pm,**

**Monday, Wednesday and Thursday afternoons/evenings,**

plus **two mornings** on the school site to include fulfilling the role of a **tutor in the Senior School**.

***\*please note we are flexible on the hours of the role, should our ideal candidate wish to work more than these hours up to full time may be considered.*** Please state your preference within your application.

This position is **all year round** and attendance in summer camps in August is a requirement. Role to commence 6<sup>th</sup> January 2025.



Flexibility is needed in this role to be able to work additional hours during certain times of the year and due to events e.g. demands of the regatta timetables. This will inevitably include Sundays.

In return you will receive some truly excellent benefits and have access to promotional discounts:

- Actual salary for working **27 hours all year round** is **£31,660 per annum**, or a *full time equivalent salary of £43,386* per annum (please note salary will be pro-rated according to hours worked)
- Free staff lunch on the days you work, during term time, onsite in the main school
- Scottish Widows Group Personal Pension Plan
  - Personalised industry expert pension advice
  - 3 x death in service Benefit
- Fee remission, where applicable and according to eligibility
- Free use of the school gym and swimming pool
- A suite of termly staff celebrations and wellbeing initiatives
- Topical health and wellbeing advice
- Employee assistance programmes to support you personally and professionally
- Discounted group private health with BUPA
- Optical support
- A comprehensive further study programme
- Access to a cycle to work scheme
- Access to a salary sacrifice electric car scheme
- Invites to parenting webinars on key topics
- Free access to school productions, speakers and events
- Free onsite car parking

## THE PROCESS



Candidates for this post should apply via TES or by sending completed application forms to [recruitment@kingschester.co.uk](mailto:recruitment@kingschester.co.uk)

[Attached link to app form](#)



**Closing Date – 9am Monday 7<sup>th</sup> October 2024**

**Interviews: Monday 14<sup>th</sup> October 2024**

Please note a curriculum vitae (CV) will **not** be accepted in place of the completed application form but can be accepted in addition.

**The Director of Rowing, David Blackham**, is available to discuss the role informally with prospective candidates and can be contacted via [DJB@kingschester.co.uk](mailto:DJB@kingschester.co.uk).

For more information and to apply using our application form, please see the [schools website](#)

*This job description does not define in detail all responsibilities and the responsibilities and activities in the job description may be varied to meet the changing demands of the school at the direction of the hiring manager.*

*The role is deemed to be in regulated activity with a high level of contact and responsibility for children on a day to day basis.*

*We take pride in our outstanding reputation, and we know this is built largely on the excellent commitment and wide-ranging abilities of our staff. We are committed to promoting a diverse and inclusive workforce and we strongly encourage candidates from all different backgrounds to apply.*

*IMPORTANT - The King's School is committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. All offers of employment are required to undertake screening relevant to the post, including checks with past employers and the Enhanced DBS check. In line with our commitments to safeguarding, the King's School uses preferred agencies and is unable to work with any agencies where Terms of Business have not been agreed by both parties prior to an engagement. Our Child Protection and Safeguarding policy can be found on our School Website.*



## RECRUITMENT GUIDANCE NOTES

### TERMS OF APPOINTMENT

Under the Department of Education's Keeping Children Safe in Education (KCSIE) Regulations we have a legal duty to undertake the following safer recruitment checks. Therefore, any appointment will be subject to the following:

### EMPLOYMENT CHECKS

- **Application Form:** All candidates must complete our application form to be considered for a job. You must list your employment history from the date you left full-time education and give details of any employment gaps. Note: CVs alone are not accepted.
- **References:** To assess candidates' suitability, we shall request at least two references, one of which should be your current or most recent employer. Please ensure you provide all details requested for each referee on the application form.
- **Right to work in the UK:** If you are invited to attend an interview you will be asked to bring three forms of identification with you to confirm your right to work in the UK (this will be used to apply for your DBS if successful). Examples of acceptable forms of ID will be detailed in your invite to interview email.
- **Evidence of qualifications:** If you are invited to attend an interview you will be asked to bring evidence of the qualifications listed on your application form.
- **Medical Fitness:** If successfully appointed, you will be asked to complete a medical questionnaire and signed declaration of medical fitness to work. The School reserves the right to require you to undergo a medical examination if it deems this necessary which would normally involve seeking your consent for a referral to occupational health.
- **DBS Disclosure and other checks:** If you have ever been convicted of a criminal offence, bound over or cautioned, you must read carefully the section of the application form headed criminal convictions. The appointment is subject to a satisfactory Enhanced Disclosure & Barring Service (DBS) Certificate.

If you have spent time abroad for 3 months or more in the last 5 years you will be required to obtain an overseas check from that country. It is the candidate's responsibility to obtain this, however, the school will support the successful candidate through this process.

In addition we will check for any prohibitions, sanctions and restrictions that might prevent candidates from working with children or young people, or taking part in certain activities or working in specific positions.

- **Online Searches:** An online search for all candidates shortlisted for interview will be conducted.