



MERCHANT TAYLORS'
School

Information for candidates

Graduate Assistant - Hockey

10-Month Contract
(September 2024)

For boys 11-18



INNOVATION

since 1561



The School

History

Merchant Taylors' School has been one of the leading boys' schools in the UK since its foundation by the Merchant Taylors' Livery Company of the City of London in 1561. One of the nine great 'Clarendon schools', its alumni have achieved distinction throughout history. However, the school wears its heritage lightly, its strong sense of tradition very much at the service of the future. Through the Merchant Taylors' Educational Trust, it retains close links with other Merchant Taylors' schools, and with the Merchant Taylors' Company itself. Relocated from the City of London to Sandy Lodge, Northwood in 1933, the School sits on 285 acres of playing fields, and woodland, all within easy reach of Central London, Middlesex, Buckinghamshire, and Hertfordshire. There are four distinct boys' day schools on campus.

A selective school

The Nursery, the Pre-Prep & the Prep cater for 340 boys from 3 to 13 years of age, while the Senior School has some 900 pupils from 11 – 18, with over 300 in the Sixth Form (The Prep School shares some of its facilities with the Senior School, but is a separate school in its own right). Competition for places is fierce, and entry is by competitive examination at 11+ and 16+.

Academic excellence

Public examination results are outstanding, the majority of students proceeding either to leading universities as well as medical schools in the UK or abroad. We pride ourselves on our outstanding pastoral care as well as our excellent academic results, and aspiration in all areas goes well beyond the norm, making Taylors' a particularly exciting and rewarding place to teach.

Innovation

Digital Learning is a key tenet of our provision for exam classes: pupils studying for GCSEs and A Levels each have their own Surface tablet, working digitally on OneNote for most of their lessons. Staff are provided with Surface Pros and this has allowed us to reimagine what school work looks like, enhancing collaboration, differentiation, tailored feedback and engagement. Merchant Taylors' is an exciting, rewarding environment in which to teach and provides the means for the development of a successful career in a place with a real sense of community.



The Person

We are looking for an outstanding Graduate Assistant to join a thriving and well-established Sports Department. The successful candidate will have excellent knowledge and coaching experience, specifically within Hockey. Knowledge and coaching experience in either of our other core sports, Rugby and Cricket, would be advantageous. The role is suitable for recent graduates

who are looking to start a career in the independent sector or an individual who has previously specialised in Hockey coaching. The individual should be both ambitious in terms of developing and building on their own skillset, as well as setting and delivering high standards to the pupils they coach. They should also have the ability to work in an environment where

teachers often collaborate, and team teach classes. Athletic development sits at the heart of the PE programme, with any experience or qualifications in this field strengthening an application. We would also welcome relevant qualifications in first aid, pool lifesaving and any sports specific accreditations, as well as playing experience.



The Position

To have responsibility of upholding the highest standards in the delivery of health & wellbeing and the games programme. To promote whole school sport, with a particular focus on Hockey. To be an integral part in developing Hockey at the school, under the guidance of our Director of Hockey. This should be carried out to the highest standard to ensure the all-round quality of education for pupils at Merchant Taylors' School and to promote and safeguard the welfare of children and young persons.



Summary of Responsibilities

Teaching

- Leading coaching sessions in the games programme
- Contributing to the co-curricular program (taking and leading on A-Teams)
- Saturday availability for our extensive sports fixtures list
- Assisting on the Health and Wellbeing Programme
- Promoting the general progress and well-being of individual pupils and groups of pupils.

Pastoral

- To discharge all professional duties as outlined in the Contract of Employment and associated Employment Manual to the highest standard
- To set personal professional standards for example, in matters of dress and punctuality that are of the highest level and that will enable the individual to act as a role model for pupils
- To support the ethos of the school and to work in accordance with its desired aims and policies
- To share in pastoral responsibility for all pupils in liaison with the appropriate Heads of School and senior managers

Administration

- To assist the Directors' of Sport with day-today administration tasks
- To help maintain the high standard of presentation within the Sports Hall and other sporting facilities
- To assist with the organisation of outreach events



Behaviour Management

- Maintaining good order and discipline amongst the pupils and safeguarding their health and safety, both when they are on the school premises and when they are engaged in authorised school activities elsewhere
- To require from the pupils the high standards of behaviour, dress, punctuality, effort and attendance that are consistent with the school's expectations

Meetings

- Participating, as required, in meetings that relate to the curriculum, the organisation of the school or pastoral matters

Cover

- Covering staff absence in a capacity appropriate to the role as required by the Head of Department or the Senior Master



The Benefits

Personal

- The school enjoys a superb campus: central London is 25 minutes away, the M1 and M25 are 10 minutes away, Heathrow is less than half an hour
- Longer holidays than the maintained sector
- Free on-site parking
- School Nurse on site
- On-site accommodation may be available
- Salary of £17,778 paid over the duration of the fixed term contract

Professional

- Professional development opportunities in the form of coaching qualification support
- School/club links for further coaching opportunities for the right candidate
- Mentor support for personal development

Other benefits

- 15% employer contribution to a defined contribution pension scheme (Contributory)
- Life cover 4 x annual salary and income protection
- Access to a cash flexible benefit in lieu of pension contribution
- Access to a number of lifestyle benefits including Cycle to Work, ULEV cars, health screening, medical cover and retail discount vouchers via our benefit provider (all of the above subject to eligibility criteria)
- Use of School leisure facilities, including pool, gym and lake
- Lunch provided free of charge when the School Catering Department is open.



The Process

Please complete an application form; you may wish to add a brief CV.

Applications to be submitted by: **Thursday 6th June 2024, 9am**

Interviews to be held on: **Wednesday 12th June 2024**

Applications to (email or post):

Recruitment Officer
Merchant Taylors' School
Sandy Lodge
Northwood
Middlesex HA6 2HT

Email: recruitment@mtsn.org.uk

The Director of Sport, Mr Gareth Roots is happy to answer any questions;
please contact gdr@mtsn.org.uk

Merchant Taylors' School is an equal opportunities employer and committed to safeguarding and promoting the welfare of children. This role will bring you into contact with children, you are expected to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974. Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).



MERCHANT TAYLORS'
School

Merchant Taylors' School, Sandy Lodge,
Northwood, Middlesex HA6 2HT



MERCHANT TAYLORS'
Prep

Merchant Taylors' Prep, Moor Farm,
Sandy Lodge Road, Rickmansworth, Hertfordshire

Tel. +44 (0)1923 820644
Email. info@mtsn.org.uk

www.mtsn.org.uk

How we use your information

We will use the information which you provided, and which we collect from other sources (such as from references and from the Disclosure and Barring Service) for the following purposes: to assess your suitability for the role for which you have applied, to assess your suitability to work with children and to enable us to comply with our legal obligations (including safeguarding and promoting the welfare of children). Further information on how the School uses personal data is set out in the School's Staff Transparency Notice, which can be found on the Vacancy page of the School Website.