



MERCHANT TAYLORS'
School

Job description	
The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment	
The School	Merchant Taylors' School is a large Independent Boys' School, situated in 280 acres of parkland in Northwood, Middlesex. The School was founded in 1561, is owned by the Merchant Taylors' Educational Trust and moved to its present site in 1933. There are four distinct boys' day schools on campus. The Nursery, the Pre-Prep & the Prep cater for 370 boys, while the Senior School has over 960 pupils. The School employs over 110 teachers and 160 Support staff across Merchant Taylors' School.
Job title	Hockey Coach
Function	Support Staff
Reports to	Director of Hockey
Line management duties and responsibilities for	N/A
Summary of role	<p>We are looking for an inspirational and motivational hockey coach to help develop the young hockey players at MTS. The role will see the individual support and lead hockey sessions as well as coaching, managing and officiating fixtures. Based on the current timetables there is a requirement for coaching sessions to be covered on Mondays, Wednesdays and select Saturdays by our pool of Hockey Sports Coaches on our casual worker register.</p> <p>To undertake any other duties as may be reasonably required and requested by your line manager to meet the school's priorities and demands.</p>
Main duties and responsibilities	<ul style="list-style-type: none">- Planning and delivery high quality hockey sessions- Supporting staff who lead coaching sessions

	<ul style="list-style-type: none"> - Assist in the delivery of the MTS Way - Management of teams on fixtures - Officiating at school fixtures when required - Supervision of pupils on fixtures - Other related tasks as reasonably requested by the Director of Hockey - Reporting back to Director of Hockey regarding coach and pupil progress
Safeguarding responsibilities	<p>It is the post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact and to adhere to and ensure compliance with the School's Safeguarding Policy Statement at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the Head Master</p>

Person Specification The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment			
	Essential	Desirable	Method of assessment
Qualifications	<ul style="list-style-type: none"> England Hockey Level 1 coaching course (or equivalent) England Hockey Level 1 umpiring qualification (or equivalent) England Hockey Basic Online Safeguarding Course 	<ul style="list-style-type: none"> England Hockey Level 2 coaching qualification (or equivalent) First aid qualification Degree in coaching or performance sport 	Production of the Applicant's certificates Discussion at interview Independent verification of qualifications
Experience	<ul style="list-style-type: none"> Experience coaching or playing Hockey to a good level 	<ul style="list-style-type: none"> Experience coaching young people and/or working in a school environment Experience of a leadership role within a coaching context 	Contents of the Application form Interview Professional references Practical coaching session
Skills	<ul style="list-style-type: none"> Teamwork Good communication skills Punctuality and organisation Able to meet the physical demands of the post 		Contents of the Application form Interview Professional references Practical coaching session
Knowledge	<ul style="list-style-type: none"> Knowledge of coaching pedagogy Technical knowledge of hockey 	<ul style="list-style-type: none"> Understanding as to how young people learn and how to 	Contents of the Application form Interview

	<ul style="list-style-type: none"> • Tactical knowledge of hockey 	structure coaching sessions accordingly	Professional references
Personal competencies, qualities, attitude and behaviours	<ul style="list-style-type: none"> • Motivation to work with children and young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Emotional resilience in working with challenging behaviours • Positive attitude to use of authority and maintaining discipline • Cooperate with school in all matters concerning health and safety, following school policy • Excellent time management and communication to work with school staff for sessions • Excellent organisation to complete online training as directed by the school • Maintain strict confidentiality of all information belonging to the schools. • Be aware of and support differences and ensure equal opportunities for all 	<ul style="list-style-type: none"> • Desire to create a positive, fun and engaging learning environment for players of all abilities. • Drive for the programme to be the best it can be including to report back to the Director of Rugby and suggest potential improvements • Keen to learn and improve your own coaching practice with the support of staff at MTS 	Contents of the application form Interview Professional references

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General Conditions	
Start date	September 2025
Hours	<p>The individual will be appointed to the Merchant Taylors' School register of casual staff and engaged as a Casual Worker on an "as and when" basis. As a result there is no obligation for the School to offer work, and equally, no obligation for the successful applicant to accept any work that is offered to them.</p> <p><i>The hours that will typically be available to support our Sports department from individuals within our pool of casual staff will be dependent on the School timetable and extra-curricular requirements.</i></p>
Salary	Hourly rate (dependent on qualification, experience and skills) plus statutory holiday pay entitlement.
Other benefits	<p>The School is keen to help develop the skills of its staff and workers and looks to provide appropriate training as necessary.</p> <p>Use of School leisure facilities.</p> <p>Lunch provided free of charge when the School Catering Department is open</p> <p>Free parking on site.</p>
Closing date for applications	<p>Tuesday 3rd June 2025, 9am</p> <p>If you have any questions regarding the role, please reach out to: Mr Jack Middleton, Director of Hockey, jom@mtsn.org.uk</p>
Interviews to be held	Week commencing 9 th June 2025

Merchant Taylors' School is an equal opportunities employer committed to safeguarding and promoting the welfare of children. As 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).

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.