



MAGDALEN COLLEGE SCHOOL

INDEPENDENT DAY SCHOOL
BOYS 7-18 & SIXTH FORM GIRLS

Information Pack

Director of Sport

Closing Date: Midday,
Monday 7th December

Interview Date(s): Thursday
10th, Tuesday 15th December



Introduction from the Master, Helen Pike

Magdalen College School is a remarkable place. We are now well into our sixth century, and our former pupils include scholars, war heroes, musicians, Olympians, two Nobel Prize laureates, a Hollywood film director, and a saint. Our success in public examinations, in securing places at top universities, and in an astonishing array of extra-curricular pursuits ensures that we continue this proud



tradition. We do so by nurturing the individual potential of each of our pupils, and above all we believe that learning is as fun as it is fulfilling.

William of Waynflete founded Magdalen College School in 1480: schoolmaster, bishop of Winchester and Lord Chancellor of England. Being of humble origins, Waynflete was determined that others of ability should be given the opportunity to learn, to serve and to prosper as he did. And so MCS offers a transformative education in our global university city, the community to which we contribute.

We attract and retain the best staff and MCS is a stimulating, welcoming and thriving environment in which both to learn and to work.

A lot happens at MCS. The various sections of our website (www.mcsoxford.org) including the recent [News](#) will give you an impression of our school.

Thank you for your interest.



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The School

Magdalen College School, founded in 1480 by William of Waynflete, is one of the country's leading independent day schools. It is situated in an enviable location at the heart of Oxford beside the River Cherwell.



The Role

The school is seeking to appoint a Director of Sport to lead, co-ordinate, and manage the provision of Sport at MCS through the next stage of its development, throughout the school.

The successful applicant will be expected to promote excellence in teaching and learning and achievement; and maintain the culture of enjoyment of sport alongside excellence in performance.

The Director of Sport will be responsible to the Master via the Usher, for the proper discharge of his or her duties. These duties will include all aspects relating to the leadership and administration of a year-round coaching and

training programme, planning a competitive and balanced fixture list, and inspiring pupils within the School to play sport both inside and outside school. This will be in addition to other duties in the school, as reasonably requested by the Master and the Usher.



The Department

The Sports Department is the largest in the school and oversees the provision of all sport across the Junior and Senior School. Heads of Sport manage their own programmes in a way that allows pupils to flourish in a number of sports. They are ably supported by highly qualified Sports Professionals and experienced PE & Games teachers. We are fortunate to have a number of Level 3 and 4 qualified coaches, many of whom have played sport to the highest level. The introduction of greater departmental inset has proved invaluable in sharing technical knowledge across all sports. Sports staff act as mentors to pupils who are aiming to progress through performance pathways, but also have a focus on increasing the numbers of pupils representing the school at all levels. Sport at MCS has seen sustained improvement and success over the last 10 years: sports teams across focus sports are habitual county champions (both boys and girls), and teams regularly advance far in national competitions – for example, the senior boys were National Schools Tennis Champions in 2018 & 2019.

Structure of MCS Sport

Each term at MCS is different and we place enormous value on the variety of sports we play. In Michaelmas Term, the focus sport is rugby for boys and hockey for girls. In the Hilary Term, hockey becomes the focus sport for boys with the girls playing netball. The Trinity Term sees the boys play cricket and tennis with the girls focusing on tennis. Rowing and sailing are available through all three terms using facilities on site and at Farmoor Reservoir. In addition, we offer a wide range of sports including badminton, basketball, football, cross-country and athletics, to name but a few. A wide range of lunchtime and after school clubs provide huge breadth to the sporting experience available.

Facilities

MCS is fortunate to have access to superb facilities right in the heart of Oxford. We use School Field, situated on an island in the River Cherwell, for rugby, cricket and tennis, and have use of Christ Church and Merton playing fields. The use of our Astro turf pitches on Marston Road and at Oxford Hawks Hockey Club enables the hockey programme to flourish. Milham Ford, which is located on the main school site, has recently been resurfaced to provide all-weather tennis courts, which supplement the outstanding grass courts. A multi-purpose sports hall is used for badminton, basketball, indoor hockey and netball, as well as providing a 5-lane cricket net system. The ability to row directly from the school site is unique. Rowers also use the wide number of ergs we have available in our well-equipped gym, which is next to the sports hall.



Teaching

The candidate will be required to teach a combination of PE and Games as part of their timetable. After school practices and Saturday fixture commitments are also expected within the role. The school operates a timetabled games programme, which allows the Director of Sport to work with a combination of year groups and staff throughout the week. It will be essential that the candidate lead one of the focus sports to 1st or A team level. A willingness to work across the varying age groups and demonstrate a flexibility of approach is important. The Director of Sport will also work with the Heads of Sport and PE to provide a consistent scheme of work that promotes functional movement, technical development and game understanding and awareness.

If you would like to find out more about Sport at MCS please click on the two links below:

[Sport - Magdalen College School \(mcsoxford.org\)](http://mcsoxford.org)

[Magdalen College School | Sports Home \(mcsspport.org\)](http://mcsspport.org)

The Candidate

The events of 2020 mean that schools have an opportunity to look at the provision of sport with fresh eyes. The successful candidate will have an ideal opportunity to set, and possess the ability to see through to completion, an innovative course for the MCS sports department over the next stage of its development.

The candidate will be expected to:

- Provide strategic vision in line with the Master and the school's aims
- Provide leadership to the Sports Department as well as leading sport in the school; be an excellent administrator; and ensure good relations with MCS partners in sport
- Take a lead on coaching on A and 1st teams, demonstrating excellence in coaching across the school's focus sports, as well as excellence in teaching & learning
- Oversee the department's extensive trips programme, in consultation with the Trips Coordinator and Usher
- Actively promote sport throughout the school, including through the co-curricular programme



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- Show an understanding of Marketing and publicity, including through updating relevant websites and social media, working alongside the Marketing Director
- Oversee the department's extensive trips programme, in consultation with the EVC and Usher
- Work closely with all members of the Senior Team, and other Heads of Department, as required

The ideal candidate should be technically knowledgeable and have great enthusiasm for participation, as well as displaying a high level of organisation and the ability to demonstrate initiative. It would be advantageous if the candidate has experience of either playing or coaching at a high level.

An ability to work closely with the Sports Department and provide support for coaches from the School's classroom teaching staff is key, as well as communicating effectively to pupils, parents and staff.



Application Process

Candidates should submit the Application Form for Teaching Staff which can be found on the Job Vacancy link of the website (www.mcsoxford.org). To access [click here](#). This should be emailed together with a cv and covering letter of application to the Recruitment Officer, Mrs Sarah Hunter, (applications@mcsoxford.org). All documentation should be sent no later than **midday Monday 7th December**. The school's preferred method of communication is by email and it will not be necessary to send a hard copy of the documents by post.



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As part of MCS' commitment to sustainability, preliminary interviews will be conducted online with the Master and Usher.

References may be taken up in advance, although this does not necessarily mean that a candidate will be called for interview. If you do not wish references to be called for at this stage, please make that clear on the reference section of the application form.

We anticipate holding interviews on **Thursday 10th, and Tuesday 15th, December**, and will be in contact with shortlisted candidates by telephone. Candidates short-listed for interview **will be asked to lead at least one observed** session when they come to the school. Further information on the observed session and documentation required will be provided with the invitation to interview.





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Safeguarding Policy

Magdalen College School is committed to the safeguarding of pupils, and any offer of employment will be subject to an enhanced DBS disclosure, the receipt of satisfactory references plus the school's pre-employment medical questionnaire & sight of relevant original ID documentation and degree certificate(s).

Benefits

MCS currently has its own salary scale, and salaries are substantially more generous than those in the maintained sector; there is also a relocation allowance on a sliding scale, by agreement with the Master and Bursar, and dependent on current location. The school also operates a cycle to work scheme, and travel loans are available. The school subscribes to the Teachers' Pension Scheme, in which all teaching staff are auto enrolled – there is, of course, an opt out, should this be preferred.

The school has a fully equipped gym which is available for staff use, and staff may also enjoy access to the University of Oxford's Rosenblatt Swimming Pool. Tennis courts are available, and there is a comprehensive programme of staff sports clubs, including football, climbing, yoga, Pilates, and badminton. Staff also have the opportunity to join choirs and music groups, and to get involved in drama productions.

Staff are encouraged to make use of the Senior Common Room within and after the school day, as an area for relaxation and shared discussion outside departments. There is also a quiet room located close to the SCR where staff can work and study. Tea and Coffee are served in the SCR at morning break, Lunch is provided in the Dining Hall, and cakes and cut fruit are available in the SCR at the end of the school day. Staff socials, guest nights and Master's Drinks are regular features of each term.



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Professional Development

The school places a significant emphasis on the professional development of all staff. A half termly CPD & Teaching Newsletter is distributed by email, which aims to highlight educational research and practical ideas, to share ideas from courses and conferences attended, to offer guidance on opportunities for CPD, and to highlight the work of colleagues in the area of teaching and learning. All colleagues are encouraged to attend at least one external CPD course each year, and also to visit another school, place of work or university, where appropriate.

The Teaching & Learning Group meets before school twice per half term. Its purpose is to consider developments in educational research, to facilitate discussion of teaching and learning, to offer a forum for the sharing of good teaching practice, and to support colleagues in experimenting with new teaching techniques. There is also a programme of Learning Lunches each term for colleagues to share good practice. Colleagues who have been teaching for more than seven years (including a minimum of three years' service at MCS) may make an application for study leave for the second half of the Trinity term.



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Waynflete Teaching Certificate

The School aims to offer teaching staff joining the school without a teaching qualification (UQTs) the opportunity to develop their teaching craft and reflect on their professional practice through a structured programme of training and support. For such colleagues, the school offers the Waynflete Teaching Certificate, which may ultimately lead to Qualified Teacher Status through the Assessment Only route offered by the University of Reading.

Additional Information

Please note that MCS is an inner-city school, with limited parking. Candidates who have been offered a post will be invited to make representations in the term preceding their arrival to the Usher (Senior Deputy Head) for a parking space. If you have any questions or require additional information, please contact the Recruitment Officer: 01865 253401.

