

THEODOR HERZL HIGH SCHOOL

“Achieving excellence with head and heart.”

“Sport has the power to change the world. It has the power to inspire. It has the power to unite people in a way that little else does.”

Nelson Mandela

Theodor Herzl Schools, established in 1959, is an independent, co-educational, English medium school in the leafy suburb of Walmer, Port Elizabeth/Gqeberha. Known for its outstanding academic results, we remain firmly focussed on providing an all-round education from our Pre-Primary School to Matric. Although we are a Jewish- founded school, our pupils come from a wide range of social and ethnic backgrounds, resulting in a vibrant melting pot of cultures, which nurtures acceptance and mutual appreciation.

We seek to appoint an energetic, innovative and motivated person as a:

HEAD OF SPORT 1 JANUARY 2025

If you are interested in being part of a dynamic team - both inside and outside the classroom - and aspire to the challenge of continuing to take sport to an exciting level, then this post is certainly for you!

Theodor Herzl High School offers a broad-based inclusive and holistic education with involvement in extra-curricular activities a pre-requisite for each student.

The qualities, skills and mindset that will be looked for in the Head of Sport include (but are not limited to):

- A proven experience as Head of Sport or the equivalent. An understanding of the Independent Education environment will be an advantage.
- Have experience in coaching a variety of sporting codes (but not limited to): cricket, hockey, soccer, swimming, tennis and athletics.

- Possessing energy and innovation.
- Strong inter-personal skills. This will include sound communication skills with the ability to develop and maintain effective relationships at all levels.
- An ability to be a self-starter and work well independently as well as collegially.
- Demonstrating a positive, “can-do” and “go-the-extra-mile” attitude.
- Having a problem-solving attitude.
- Exhibiting knowledge of and be up-to-date in the trends in sports’ coaching at high and primary school level.
- Good organisational management and co-ordinating skills.
- An ability to think strategically and to plan effectively.

MAIN DUTIES (but not limited to)

- Being responsible for the leadership and administration of all school sports.
- Setting the sports’ calendar, ensuring inter-school sports competitions, entering respective and appropriate school leagues and Sports’ Festivals.
- Organizing and hosting of and participating in sporting events which showcase talents, abilities and passions of our children and staff.
- Networking with the Heads’ of Sport/ Sport Co-ordinators at other schools.
- Promoting a vision and philosophy (within a team framework of staff and coaches) to promote sport as a healthy activity for young people that can assist their physical and emotional well-being, their ability to work collaboratively and their leadership and physical skills.
- Ensuring that all students gain encouragement and opportunities to participate to the best of their ability in school sports teams/groups.
- Modelling positive attitudes towards sport and a commitment to promoting our CORE school sports.
- Working with House Captains and other staff to ensure that Sports Festivals and Inter House activities run smoothly.

- Preparing lists for Sporting Awards and overseeing the planning for Sports' Awards and major sports events.
- Setting and working within the approved budget.

ROLE DESCRIPTION

The Head of Sport:

- is the first point of contact for issues relating to sport after initial contact with the relevant coach and/or sports' convenor.
- works with coaches to achieve positive experiences for players in terms of training and games/matches.
- ensures policies and procedures relating to Theodor Herzl School sport are current and revised regularly.
- works with the High School Head of Department: Co-Curricular, as well as the Sports' Co-ordinator at Theodor Herzl Primary School. Collaboration is key!
- ensures that the behaviour of players in all sports' teams is maintained at a high standard and that behavioural issues are followed up effectively with the Pastoral Care staff.

All applicants should have the following:

- A relevant degree and a PGCE professional qualification
- Fluency in English with excellent verbal and written communication skills
- Understand, identify with and contribute to the ethos of Theodor Herzl Schools
- SACE registration
- A Police Clearance Certificate and an appropriate profile on the sexual Offenders Register

Submission of a CV does not automatically entitle you to an interview.

Please consider your application unsuccessful if you have not heard from Theodor Herzl Schools by **Friday 7 June 2024**.

Only short-listed applicants will be contacted and Theodor Herzl Schools reserves the right not to make an appointment. Theodor Herzl Schools reserves the right to make an appointment prior to the closing date of this vacancy should a suitable candidate be found. You are therefore encouraged to submit your application timeously.

Theodor Herzl Schools is an equal opportunity employer.

Theodor Herzl Schools, in line with POPIA (Protection of Personal Information Act) will attempt to ensure the confidentiality of all applicants for this role. All reasonable measures will be in place to protect personal information but will be used in the recruitment, selection and reporting process. By submitting your application for this position, you are recognising and accepting this disclaimer.

Qualified candidates are requested to apply by:

- 1) submitting a CV not exceeding three pages
- 2) submitting a letter of motivation
- 3) providing the contact details of three appropriate referees to:

The Executive Principal
Theodor Herzl High School
Port Elizabeth
6065

Tel: 041 581 4244

E-mail: kennedya@theodorherzl.co.za

Closing date: Friday 31 May 2024