

Information for applicants

About the School

King's Ely can trace its origins from at least 970AD, making it one of the oldest schools in Europe. Originally a monastic foundation and then a grammar school by Royal Charter, today it is a thriving independent day and boarding school for around 1000 boys and girls aged from 2-18, offering a broad range of GCSEs and A Levels and from which almost all pupils go on to good universities in the UK and abroad. Most students are day pupils from Ely, Cambridge and the surrounding area, and there are also about 200 boarders with over 40 nationalities represented overall.

The school is subdivided into three sections: King's Ely Senior (age 13-18) and King's Ely Junior (age 7-13), which occupy adjacent campuses and shared facilities, and King's Ely Acremont and Nursery (ages 2-6) which have their own self-contained campus about 400m from the main site.

The main campus extends to around 70 acres in total and comprises several historic buildings adjacent to Ely Cathedral as well as more recent, purpose-built facilities spanning the thirteenth to the twenty-first centuries, and almost 40 acres of playing fields.

King's prides itself on being an academic school but not an academic hothouse. There is a great emphasis on personal development through an extensive co-curriculum of sporting, creative and performing arts and service opportunities as well as through building positive relationships with others in a tight-knit but outward-facing community. The safety, wellbeing and pastoral care of the whole community is central in what is a happy and purposeful school where our diversity and breadth of talent and ability is valued and nurtured.

King's Ely also plays a key role in the local community. The school is one of Ely's largest employers and also educates the boy and girl choristers of Ely Cathedral. King's is also a proud founder member of the Cambridgeshire Educational Partnership, which numbers twelve local schools working together to improve educational attainment, especially for disadvantaged children. The school also offers a number of bursaries to enable pupils from all walks of life to benefit from the education it offers.

King's Ely is a registered charity administered by a Board of Governors. The Principal is a member of HMC, and the school is also affiliated to the Society of Heads, IAPS, the Boarding Schools' Association and the Choir Schools' Association.



Graduate Rowing Assistant

October 2022

Job Description

Main Duties and Responsibilities

The main duties and responsibilities of the Graduate Rowing Assistant include (although this list is not exhaustive)

- Oversee the Year 8 and 9 rowing programmes as directed by the Director of Rowing (DoR)
- Organise and run extra-curricular rowing sessions for Year 8 and 9; these include Circuit, Ergometer, Weights and Water sessions.
- Organise and Attend all rowing fixtures and events at the DoR's discretion
- Assist the DoR with the administration for Rowing
- Assist the DoR with Boathouse duties including minor equipment repairs
- Drive minibus/school vehicles to events
- Coach and Deliver Rowing games sessions to Year 8 pupils as part of King's Ely Junior curriculum
- Assisting with the evening activities for the School boarding community e.g. Gym/Sports Hall supervision.
- Undertaking other duties as reasonably requested by the Director of Sport or other senior staff.
- Maintaining professional standards of attendance, punctuality and conduct with other pupils, parents and colleagues.

Hours

This post is a full-time role with significant time commitment as necessary to complete the job. The successful candidate should be willing to contribute fully to the life of the school including weekends and non-term time such as training camps as required.

Remuneration - Approximately £13,000 dependant on experience.

Additional Benefits - Accommodation on the school site (if required).

Contract - This is a fixed-term 1-year contract that until 31st July 2023.

This post is subject to a term's probation period

Graduate Rowing Assistant

Person Specification

	Essential:	Desirable:
Specialist skills and Experience	<ul style="list-style-type: none"> • A proven ability to relate positively to and inspire young people • Previous coaching experience • Strong interpersonal skills 	<ul style="list-style-type: none"> • A thorough understanding of school safeguarding and child protection issues (training will be provided) • Previous coaching/teaching experience in a school setting • Rowing experience to a high level
Personal Qualities	<ul style="list-style-type: none"> • Strong work ethic and communication skills • A sense of fun and willingness to share ideas with young people • Ability to work in a fast moving environment • A good team player • High expectations of self and others 	
Qualifications	<ul style="list-style-type: none"> • Educated to degree level • Hold or willing to work towards UKCC Level 2 Rowing Coaching qualification 	<ul style="list-style-type: none"> • Full UK drivers license • B1+E trailer qualification • First aid certificate • Degree in sports science/coaching

Terms and Conditions

King's Ely has its own, generous salary scale. The salary for the role will be commensurate with experience and will recognise the responsibility this post entails.

- Members of staff are entitled to educate their own children in any of the three parts of the school. There is a staff discount for children's fees from Reception Year onwards; the total staff discount value for school fees is 50% for full-time staff, reduced pro-rata for part-time staff, subject to an overall school fees remission limit of 50% of their gross salary. All extra items are to be paid in addition.
- Members of staff are entitled to 10% discount on all King's Ely school uniform ordered for their own children from Schoolblazer.
- School lunch provided when at work over lunch time.
- A cycle to work scheme available.
- Use of school gym facilities (during specific times) and use of the school swimming pool at specific times (during summer)
- Free on-site parking (limited)

How to apply

- All sections of the form should be completed as fully as possible.
- You may support your completed application form with a CV; however, this is not a requirement. On the CV, you may include a third referee.
- Please accompany your application form with a covering letter explaining your reasons for applying for this position. Please also give details of how your skills, qualities and experience meet the requirements of the job description and/or person specification.
- King's Ely is an equal opportunities employer, and all applications are welcomed, particularly those from underrepresented groups.
- King's Ely is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure & Barring Service.
- If you are selected for interview, you will need to provide proof of identity, birth certificate, documentation confirming your National Insurance Number or your right to work in the United Kingdom and certification of qualifications.
- Please email your completed application to recruitment@kingsely.org.