



ST. JOSEPH'S COLLEGE  
READING • BERKSHIRE

## Director of Sport

Information for prospective  
members of staff



# Appointment of Director of Sport for September 2026

St Joseph's College is seeking to appoint a Director of Sport for a September 2026 start, reporting to a member of the Senior Leadership Team. The Director of Sport at St Joseph's College will hold a pivotal leadership role responsible for the overall development of all matters relating to sport and physical activity. This is a whole College position with a clear mandate to ensure both participation and performance in sport are exceptional for all pupils.

**The closing date is: 9am, Friday 17 April 2026.**

Early application is encouraged as we reserve the right to close the vacancy early, once a suitable candidate is appointed.

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## Message from the Head, Mrs Laura Stotesbury



Thank you for your interest in St Joseph's College. I am delighted that you are considering our school and I trust that this recruitment pack will provide you with the information you require both about the post and the College.

I believe that this is an exciting time to be joining St Joseph's College. There has been a significant growth in the pupil roll over the last few years and the governors are continually looking to invest in the facilities. There is a real appetite for what we have to offer as both an educational establishment and an employer.

The College seeks to be a school which places an emphasis on providing an all-round education: academic, pastoral, social and spiritual, where pupils develop the attributes of commitment, collaboration, confidence, communication and compassion through the various aspects of school life. The College is a very happy place, and colleagues enjoy teaching here.

I hope that you will want to apply for this post. I recognise that much time and thought goes into preparing an application and we, in turn, will give your application serious consideration.

Mrs Laura Stotesbury  
Head

## About the Department

The department comprises four members of full-time staff alongside two students on year long placements who deliver the curriculum across the College, from Reception to Year 13. Teaching covers all areas of the PE National Curriculum, engaging pupils' learning in skill development, technique, tactical and compositional knowledge. A wide range of extra-curricular sports clubs are run by the department, with pupils extending their sporting ability and gaining recognised awards such as NICAS Levels 1 and 2. Staff regularly take teams to friendly, league and tournament fixtures, as well as hosting invitational tournaments and galas.

On site facilities include three Astro turf football pitches, an indoor swimming pool, a gym and a field used for a variety of team and athletics. The College makes extensive use of Reading University's sporting facilities. Students enjoy PE and demonstrate high levels of collaboration and teamwork. Pupils also enjoy participating in different roles such as a coach and an umpire; successful candidates would show an enthusiasm to develop pupils in various sporting roles as well as stretching our more gifted sports players. In the past year we have enjoyed success in the following areas:

### **Prep Games Afternoons:**

Junior pupils enjoy training and competing in Netball, Hockey, Rugby, Football and Cricket. The extended afternoon schedule allows for in depth coaching and a range of fixtures to take place. Pupils have enjoyed training at Peppard Cricket Club and round robin Netball tournaments at The Dolphin School.

### **Lower and Upper Seniors Games Afternoons:**

Senior School pupils enjoy training and developing their skill level in Games activities. Our major sports are Rugby, Football, Hockey, Netball, Tennis and Cricket. They have weekly scheduled matches, competing in A, B and C teams with other local independent schools.

### **Senior Games Afternoons:**

Many of our pupils in Year 11,12 and 13 want to continue to train and compete in traditional Games sports. Our 1st teams have the opportunity to play a variety of fixtures and then compete in their 'showcase' final match. Games accommodates all interests by offering a variety of recreational sports such as Squash, XFit, Paddle Boarding and Spinning.

### **PE Curriculum:**

Swimming, Athletics and Gymnastics form the timetabled PE lessons where pupils can learn individual skills and improve their fitness and strength qualities. GCSE pupils follow a curriculum of NICAS Climbing.





## About the Role

We are seeking to appoint a new Director of Sport at St Joseph's College. The successful candidate must uphold the College's strong reputation for sporting inclusivity and also have the innovation and strategic vision to write the next chapter for Sport at the College. You will hold a pivotal leadership role responsible for the overall development of all matters relating to sport.

This is a whole College position with a clear mandate to ensure both participation and performance in sport are exceptional for all pupils. In this role, you will be entrusted with the strategic direction of the Sports Department. You will develop and execute a comprehensive sport strategy that aligns with the school's educational goals, shaping the sporting culture of the College and promoting excellence, inclusivity, and lifelong engagement in physical activity.

Your responsibilities will also encompass curriculum development. You will oversee the design and implementation of an inclusive and dynamic physical education curriculum that caters to students of all abilities. Your adaptability and innovation will be essential in ensuring that both curriculum and co-curricular sport remain engaging, progressive, and reflective of evolving student interests.

Leading a dedicated team of PE staff and specialist coaches, you will maintain high teaching and coaching standards. Collaboration is key as you work with colleagues across the College, ensuring a cohesive and aspirational sporting provision that supports both elite performers and those new to sport.

Student engagement lies at the heart of your role. You will actively encourage participation in a wide range of sporting activities, fixtures, clubs, and competitions. Your passion for sport will inspire pupils, fostering teamwork, resilience, and a strong sense of College identity.

Event planning is another significant aspect of the role. You will oversee the organisation of fixtures, tournaments, sports days, tours, and major sporting events throughout the academic year. These events will showcase pupil achievement and strengthen the community spirit of St Joseph's College. You will be confident communicating with parents, staff, and external partners and coordinating large-scale events.

Efficient resource management will be imperative. You will oversee the Sports Department budget, facilities, and equipment, ensuring high-quality provision and sustainable development. Effective financial management and strategic planning will be key to maintaining and enhancing the College's sporting offer.

Furthermore, collaboration will extend beyond the Sports Department as you work closely with other departments and pastoral teams. This will ensure sport contributes meaningfully to the broader educational experience and wellbeing of pupils.



## Duties and Responsibilities

The key requirement for a middle leader is to be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and can encourage students to achieve well.

### Main Requirements

Three qualities are essential:

1. You must be a first-rate teacher who has a real enthusiasm for both your subject and how it is most effectively taught
2. You must enjoy the pastoral aspects of teaching
3. You must want to contribute to the extra-curricular activities of the Department and of the College

In fulfilling the requirements of the post, the teacher should demonstrate essential professional characteristics, and in particular will:

- Inspire trust and confidence in pupils and colleagues
- Build team commitment with colleagues
- Engage and motivate pupils
- Demonstrate analytical thinking to improve the quality of pupils' performance and participation
- Contribute to the College improvement/development planning and promote its priorities
- Contribute to the development and/or implementation of College policies
- Participate in the performance management process to enhance professional practice
- Uphold the values and mission of St Joseph's College
- Promote the wider aspirations and values of the College



## Areas of Responsibility and Key Tasks

### Head of Department Responsibilities

- Advise the Head and Leadership Team on the aims and future direction of sport and the resources required
- Ensure all departmental documentation is current and aligned with College priorities
- Implement and monitor College policies within the department
- Lead departmental meetings focused on improving teaching, coaching, and participation
- Ensure provision meets the needs of all pupils, from high-performance athletes to beginners
- Analyse performance data, participation rates, and fixture outcomes to inform development
- Monitor standards of teaching and coaching through observation and review
- Support staff development through mentoring and professional opportunities
- Promote sharing of best practice within the department
- Communicate effectively with parents regarding sport provision and opportunities
- Oversee fixtures, team selection processes, and communication with opposition schools
- Ensure effective use and maintenance of facilities and adherence to health and safety
- Manage and monitor the department budget effectively
- Contribute to recruitment, induction, and development of staff
- Keep up to date with developments in sport, coaching, and physical education

### Enrichment

- Organise a broad and exciting co-curricular sports programme
- Oversee fixtures, tournaments, and inter-house competitions
- Ensure opportunities for pupil participation, enrichment, and high performance pathways
- Identify and nurture sporting talent across the College
- Work closely with the Preparatory School to develop sporting pathways
- Lead and organise sports tours and residential opportunities
- Encourage participation in external competitions and representative pathways
- Promote inclusive sport and lifelong engagement in physical activity

### Partnerships

- Collaborate with the Preparatory School to ensure continuity and development
- Build relationships with local clubs, academies, and sporting organisations
- Support marketing and admissions by showcasing sport as a strength of the College
- Develop links with feeder schools to support recruitment
- Represent the College at external sporting events and networks

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## Areas of Responsibility and Key Tasks cont.

### Staff Development

- Ensure staff access high-quality professional development
- Line manage departmental staff and foster a positive team culture
- Identify training needs and support long-term departmental growth

### Planning and Resource Management

- Produce and implement a strategic and operational development plan for sport
- Oversee health and safety, risk assessments, and safeguarding in sport
- Plan and manage the annual sports calendar
- Manage facilities, staffing, and resources effectively
- Oversee and allocate the department budget responsibly

## Person Specification

Criteria	Essential	Desirable
<b>Education, Qualifications and Experience</b>	<p>Degree</p> <p>Proven record of successful teaching of PE to GCSE level and knowledge of PE A Level curriculum</p> <p>Up-to-date knowledge of the curriculum and current educational developments</p> <p>Commitment to continual professional development</p> <p>Ability to coach and officiate three major sports</p>	<p>A recognised teaching qualification, such as a PGCE</p> <p>Qualified Teacher Status</p> <p>Evidence of involvement in relevant professional development</p> <p>Experience of successful 'innovative practice' in teaching</p> <p>Experience of managing a fixtures programme</p> <p>Experience of dealing with external contractors eg transport</p>
<b>Skills and Attributes</b>	<p>Excellent subject knowledge</p> <p>Passion for developing the subject</p> <p>Good communication and inter-personal skills</p> <p>Good classroom management skills</p> <p>Empathy with pupils across the age and ability range</p> <p>Ability to employ a range of effective teaching, learning styles and assessment methods</p> <p>Ability to motivate and inspire pupils</p> <p>Capacity to deal sensitively with problems raised by pupils</p> <p>High expectations of pupils</p> <p>Vision and clear thinking</p>	<p>Experience of the role of tutoring for a group of pupils</p> <p>Innovatory approaches to curriculum delivery</p> <p>Ability to generate ideas and drive initiatives</p> <p>Ability to defuse difficult situations using different strategies such as careful listening, sensitive use of humour, praise and recognition</p>
<b>Personal Qualities</b>	<p>Passion for teaching</p> <p>Excellent role model for pupils</p> <p>Enthusiastic and able to enthuse and encourage others</p> <p>Ability to establish good working relationships and work well in a team</p> <p>Flexible, motivated, able to work unsupervised and an ability to deal with unpredictable situations</p>	<p>Forward-thinking approach</p>
<b>Other Requirements</b>	<p>Fully supportive of the College's Catholic tradition</p> <p>Commitment to the ethos of the College</p> <p>Willingness to contribute to extra-curricular activities</p> <p>Commitment to safeguarding and well-being of all pupils</p>	<p>Commitment to the whole life of the College</p> <p>Able to promote the image of the College through an articulate and confident approach</p>



## About the College

St Joseph's College is the leading independent day school for boys and girls aged 3 to 18 in Berkshire. It is fully co-educational and consists of the Senior School (ages 11 to 18) and the Prep School (ages 3 to 11). The Senior School and Prep School are located within a single campus.

### Awards

The College has won several awards over the last few years including TES Independent School of the Year, Outstanding Progress at the Education Business Awards and Outstanding Leadership Team at the Leadership Awards.

### Ethos

St Joseph's is a Catholic school welcoming pupils of every faith or no faith. Pupils are educated in an atmosphere where Christian values and standards are recognised and established. The size of our classes means everyone receives the individual guidance and support they need to achieve their potential. Staff, pupils and parents form strong links, with a focus on both the academic progress and the well-being of each pupil. We encourage all pupils to develop an awareness of their own role in society.

### Points of Entry

The main points of entry to the school are at age 3, 11, 13 and 16. Entry into the Senior School is by formal assessment, and around 60% of applicants to the Senior School are from maintained primary schools.

### Leavers' Destinations

The majority of Sixth Form leavers go on to their choice of university to study a diverse range of subjects. Examination results are strong and improving year-on-year, however our focus is very much on producing young adults who also have skills for life such as confidence, social skills and a good understanding of the world around them.

### Recent Developments

During the past six years the Governors have taken a number of measures to develop the College. In addition to becoming co-educational these include an emphasis on marketing and a substantial investment in facilities, buildings and staff. Consistently rising pupil numbers provide momentum for growth and the confidence to make further investment.

### The Future

Looking to the future, St Joseph's will continue its ambitious plans to enhance and develop the College. However, we will ensure that as we grow, our caring ethos remains at the heart of the College. The warm and friendly nature, together with the way pupils display concern and respect for one another, are often commented upon by visitors and parents. We are proud of this and it is one of the most rewarding aspects of working here.

## Our Mission and Aims

At St Joseph's, our mission is to encourage, inspire, challenge and support pupils to fulfill their potential in a community founded on Catholic Christian values.

We aim to develop life skills of compassion, commitment, collaboration, confidence and communication in each pupil, throughout each of their years at the school.

### The College's ISI inspection took place in November 2025

The recent inspection by the Independent Schools Inspectorate provided a positive evaluation of provision across all areas of school life. The report highlights strong academic outcomes, high-quality pastoral support and a rich co-curricular offer. Inspectors noted that the ethos and values of St Joseph's College are clearly reflected in pupils' daily experiences, fostering an environment built on inclusivity, respect and compassion.

The report recognises the commitment of staff across the College, whose work enables pupils to thrive both within and beyond the classroom. Their dedication supports pupils' personal development, academic progress and engagement with the wider life of the school. The contribution of Governors is also acknowledged, particularly in providing consistent oversight and strategic guidance.

Inspectors noted the positive involvement of parents and pupils, whose views contributed meaningfully to the overall findings. Feedback shared during the inspection reflected strong levels of confidence in the school's direction, culture and support systems.

As part of their process, the inspection team outlined recommended areas for continued improvement. These include developing a comprehensive digital strategy and further enhancing the use of data to inform classroom planning. Both priorities are already incorporated into the College's Vision 2030 strategic plan, ensuring they are actively being progressed.

Overall, the inspection report presents an encouraging and accurate reflection of the work undertaken at St Joseph's College to support every pupil in achieving their best. Consistently high outcomes at GCSE and A level, alongside strong university offer rates, further demonstrate the effectiveness of the school's approach to teaching, learning and holistic development.

### ALL AREAS WERE 'MET'

The Independent Schools Inspectorate is appointed by the Department of Education to inspect independent schools in England. The inspectors report on the extent to which the statutory Independent School Standards and other applicable regulatory requirements are met, collectively referred to in this reports as 'the Standards'.

Schools are expected to meet the robust standards in each of the sections listed below:

<b>SECTION</b> <b>1</b>	<b>SECTION</b> <b>2</b>	<b>SECTION</b> <b>3</b>	<b>SECTION</b> <b>4</b>	<b>SECTION</b> <b>5</b>
Leadership and Management, and Governance	Quality of Education, Training and Recreation	Pupils' Physical and Mental Health and Emotional Wellbeing	Pupils' Social and Economic Education and Contribution to Society	Safeguarding
<b>ALL STANDARDS 'MET'</b>	<b>ALL STANDARDS 'MET'</b>	<b>ALL STANDARDS 'MET'</b>	<b>ALL STANDARDS 'MET'</b>	<b>ALL STANDARDS 'MET'</b>

St Joseph's ISI inspection in November 2025 found that all standards in all areas were 'met'.



## Why St Joseph's?

At St Joseph's we offer:

- A safe and happy environment in which academic and social skills are developed
- Education for boys and girls from age 3 to 18
- A varied curriculum and excellent facilities
- A strong sense of community
- High academic reputation
- Wide range of extra-curricular activities including a strong tradition of music and drama

St Joseph's is staffed by teachers who combine the best in traditional educational values with a sharp awareness of what is appropriate for pupils who need to be prepared for the twenty-first century. Our pupils are encouraged to be confident, questioning, independent learners, whilst at the same time developing a moral and spiritual sense of purpose in their lives and in their studies.

### Salary

The College has its own salary scales, with starting salaries dependent on the experience and qualifications of the successful candidates. Salary scales are reviewed annually by the Governors, to ensure they remain competitive. Annual salary is paid by bank transfer on the last working day of each month, in 12 equal monthly instalments.

## Non-contractual benefits

### School fee reduction

Staff at St Joseph's College (who are not employed on casual contracts) are eligible for a staff discount on basic tuition fees of 50% for full-time staff, pro rata for part-time staff, subject to their child(ren) meeting the entrance requirements.

### Childcare vouchers

St Joseph's participates in the government's salary sacrifice childcare voucher scheme or government tax-free childcare scheme.

### **Pension**

The College pays its teachers a total remuneration package which provides teachers with flexibility in determining the level of contributions paid into their pension. This provides staff with the option to increase their take home salary by reducing their total pension contribution (employer and employee) or vice versa.

All teachers are automatically enrolled into the College defined contribution pension scheme – the Aviva Pension Trust for Independent Schools (APTIS).

The pension scheme includes:

- Employer contributions matched to Employee contributions. The limiting factors are simply the individuals' salary and statutory limits. Contributions can be varied annually by staff to meet changing circumstances as required.
- An Employee Assistance Programme provided by Care First.

Further literature on the APTIS scheme, together with examples about how the level of pension contribution can be varied, is available from the Bursar.

### **Drinks and snacks**

Tea, coffee and biscuits are available to all staff at break time, and there is access to hot drinks throughout the day. Snacks and light meals are provided to staff when working later in the evening for school events.

### **Lunch**

A duty meal may be obtained from the Dining Hall.

### **Laptop**

Teaching staff are loaned a school laptop to assist with their teaching and administration, and docking stations are available throughout the school.

### **Use of a private vehicle**

Subject to a journey being approved by the Bursar or Head, staff can use their private vehicle for school journeys during working hours. The insurance will be under the school's insurance and staff can claim for mileage.

### **Car parking**

All staff may park in the school car park, subject to the availability of a space. A valid school parking permit must be displayed clearly on the windscreen of any car parked onsite.

### **Counselling**

Staff have access to a 24 hour telephone counselling helpline. In addition, the lay chaplain or visiting school counsellor may be able to see staff.

### **Legal advice**

Staff have access to a 24 hour legal information telephone helpline, covering issues such as consumer rights, debt, tax and personal injury.

### **Healthcare helpline**

A telephone based healthcare support service is available to all staff at no cost.

### **Swimming pool**

Staff are permitted to use the school swimming pool during designated staff swimming sessions.

### **CPD and training**

Professional development is nurtured and encouraged. The school has a full annual INSET programme and staff have access to the National College Platform. There is strong support for new teaching staff. Early Career Teachers can undertake their accredited ECT years through the Independent Schools Teacher Induction Panel and a number of members of staff have completed teaching qualifications whilst employed at St Joseph's.

### **Staff Room**

There is a professional, friendly and supportive Staff Room, together with departmental workspaces throughout the school.

The above non-contractual benefits are currently available to staff. They are at the discretion of the Governors who reserve the right to withdraw them without notice.





## Appointment Procedure

- Applications will only be accepted from candidates completing the College Application Form in full, accompanied by a covering letter.
- The covering letter should illustrate specifically why you think you should be considered for this role, giving clear evidence of how your skills and experience meet the requirements of the role. You should give clear examples, and relate these to the job description and person specification.
- These should be emailed to [recruitment@sjcr.org.uk](mailto:recruitment@sjcr.org.uk) or alternatively sent by post to Mrs Guest, HR Recruitment Officer,, St Joseph's College, Upper Redlands Road, Reading, Berkshire RG1 5JT. Electronic application is encouraged and preferred.
- **Closing Date: 9am, Friday 17 April 2026.** Applications will be reviewed upon receipt and we reserve the right to close the vacancy early, so early application is encouraged.
- All offers of employment are subject to the receipt of two satisfactory references, one of which must be from your current or most recent employer. For shortlisted applicants for teaching posts, references may be taken up prior to interview.
- St Joseph's College employs personnel who are best qualified for the post without discrimination in respect of age, disability, race, gender or native origin.
- The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.
- Successful applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.
- A copy of the College Recruitment, Selection and Disclosures Policy and Procedures can be found on the College website: <https://www.sjcr.org.uk/vacancies/>

## Interview Process

- All candidates invited to interview must bring documents confirming any educational and professional qualifications that are necessary or relevant for the post (e.g. the original or certified copy of certificates, diplomas etc). Where originals or certified copies are not available for the successful candidate, written confirmation of the relevant qualifications must be obtained by the candidate from the awarding body.
- During your visit you should expect to attend a number of interviews with different members of staff. We will also assess your suitability to work with children.
- You will also be required to teach a lesson which will be observed. You will be provided with a brief for the lesson beforehand.
- In addition to formal interviews there will also be an opportunity for shortlisted candidates to tour the College and to meet prospective colleagues.
- The College requests that all candidates invited to interview also bring with them:
  - A current driving licence including a photograph, a passport and a birth certificate
  - A utility bill or financial statement issued within the last three months showing the candidate's current name and address
  - Where appropriate any documentation evidencing a change of name
  - Proof of entitlement to work and reside in the UK

*Please note that originals of the above are necessary. Photocopies or certified copies are not sufficient.*



# How to find us

- St Joseph's College is situated in central Reading, near the University and the Royal Berkshire Hospital. It is close to the M4 (Junction 11) and has excellent transport links.
- If travelling by train, the school is approximately 20 minutes' walk from Reading Station, or alternatively there are a number of local buses that stop close by.
- To accurately locate the College entrance at 64 Upper Redlands Road on some GPS satellite navigation systems it may be necessary to use the postcode RG1 5JP.

