



# SIR WILLIAM BORLASE'S GRAMMAR SCHOOL

HEAD OF JUNIOR ROWING

*Inspire  
Empower  
Shape The Future*



# THE SCHOOL

## Welcome to Borlase

Welcome to Sir William Borlase's Grammar School, where we are proud of our heritage as we approach our 400th birthday and excited to be inspiring and empowering the aspirations of our students today. A state-funded school in the centre of Marlow, Borlase is recognised for excellent academic learning and an outstanding extra and super-curricular programme.

## History

Founded in 1624 on the same site we occupy today, the brick and flint Cloisters, clock tower and Chapel of Borlase share a street with Mary Shelley's cottage where she wrote Frankenstein, TS Eliot's house and the original site of the Royal Military College now at Sandhurst.

At Borlase we are proud of our long history of providing education to the young people of Marlow and surrounding areas since 1624. The school was built on a strong principle: the desire to enable children from all socioeconomic backgrounds to have the opportunity to learn and meet their potential.

## Today

Our school has a very special energy that springs from a contagious enthusiasm for learning across all subjects; this extends well beyond the classroom through the many independent project groups, academic clubs and societies that flourish at school on a daily basis.

The calendar is full of opportunities to enrich learning through trips, visits, practical explorations and independent research. Borlasians aspire to achieve their best academically and personally and are unashamedly ambitious in those aims. High achievement comes from the genuine enjoyment of learning and we are committed to fostering that enjoyment in and outside the classroom.

Our teachers are all specialists in their chosen disciplines who are passionate about creating learning experiences that provoke independent thinking and creativity.

## Our future

We continue to look forwards, always inspired to provide the very best opportunities for our students. We have recently embarked upon a major programme of investment in our site. A new sports centre was opened in 2021 and we are currently working to provide a new school refectory.



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# WORKING AT BORLASE

## A professional community

In joining the staff at Borlase, you would become part of a professional community dedicated to improvement. We invest heavily in staff professional development, but we believe that in a high-performing culture such as ours, the most effective professional growth comes through learning from others in the community and becoming more adept at self-regulated improvement.

We are recognised by the High Performance Learning organisation as a World Class School; testament to the commitment to research-led best practice that we have established at Borlase for over a decade.

We work closely with the local Teaching Hub to provide training for staff at all levels, including NPQs. We also support members of staff to work towards academic qualifications such as Masters degrees and educational doctorates.



## Staff benefits

The children of members of staff are given priority in the admissions process in the event of oversubscription. Please see the school's admissions policy for more details.

We have a two-week October half term and there are extensive opportunities to accompany school trips to exciting destinations in the UK and beyond.

## A commitment to wellbeing

We are committed to providing an outstanding, supportive work environment. An ongoing dialogue with staff about workload has led to changes in our working practice to reduce data collection and reporting points and to streamline our marking and feedback policy.

The Borlase staff is a friendly, sociable team and there are regular trips to theatre productions and sporting events. There is a well-provisioned staff common room and access to a superbly equipped onsite gym.



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# THE ROLE

## Head of Junior Rowing

*Pay Range 2/11*

*23.5 hours per week – 52 weeks per year*

*Actual Annual Salary £13,895*

*One Year Fixed Term contract*

*As the role is part time there maybe the opportunity to offer a second contract for cover support*

*Required for September 2023*

Borlase Rowing Club was established in 1921 and is known for its competitiveness in rowing at national and international level. The club has enjoyed substantial successes at the National Schools' Regatta and Junior World Championships and is particularly associated with success in The Fawley Challenge Cup at Henley Royal Regatta. This is an exciting time to join the boat club.

The club has over 170 members from Year 8 to Year 13, boys and girls, who train on the river at Marlow, a 15 minute walk from the school. The Head of Junior Rowing will report to the Director of Rowing. The highly committed Parents Support Group fund junior coaches and members of the teaching staff also contribute to coaching. The school is proud of its excellent fleet of boats, blades and gym equipment. We currently row out of Longridge and have recently had planning permission granted for a new Boat House.

### The Role

The school seeks to appoint a talented and inspirational Head of Junior Rowing who has the technical, management and leadership skills to help deliver and build on the school's vision for rowing. The successful candidate needs to have the passion, drive and commitment to help contribute to a high performance sculling centre developing athletes to go on and compete in The Fawley Challenge Cup and the Diamond Jubilee Cup, and in other boat types including eights across the major regattas and competitions.

### The Core School Vision

- To inspire girls and boys to develop a passion for rowing at Borlase, creating opportunities and encouraging growth in participation.
- To empower all rowers to perform to the best of their ability including those with the potential to compete at elite level.
- To identify and allocate resources and training to achieve the core vision above.

# THE ROLE

## Key Responsibilities

### Line Management

The Head of Junior Rowing reports to the Director of Rowing who reports to the Director of Sport and PE.

- Work positively and collaboratively with the Director of Rowing and junior coaches to help in delivering the vision and strategy.
- Model and instil Borlase values and culture across the approach to rowing.
- Inspire girls and boys to take up rowing through introductory sessions and summer recruitment camps and develop a passion and enthusiasm for the sport.
- Take the lead with running the junior section of the club (Year 8-10).
- To produce and monitor training programmes for rowing squads.
- Assisting with the coaching of the senior year groups.
- To ensure all rowers regardless of talent, age and gender receive an outstanding rowing experience.
- Prepare junior athletes to compete in competitions at local and national level, developing experiences in octuples & other boat types
- Inspire the next generation of Borlase rowers who will hopefully be the seniors of the future.
- Assist with organising and attending training camps for junior and senior rowers.
- Assist with organising and attending all events where the athletes are competing including the transit of equipment
- Assist with boat maintenance and sustain a culture among the club for respecting and caring for all resources and equipment.
- Communicate regularly, clearly and appropriately with all rowers and parents in line with the school's communication strategy.
- To be committed to the school's core values and ethos and to demonstrate this commitment in the way duties are carried out.
- To maintain confidentiality and ensure that duties are undertaken with due regard to and compliance with the Data Protection and Equality Act at all times.
- To carry out duties and responsibilities in accordance with the school and Academy Trust's Health and Safety Policy and Relevant Health and Safety legislation.

- To demonstrate consistently high standards of personal and professional conduct; showing tolerance and respect of the rights of others whether other staff, students or parents.
- To observe proper professional boundaries and having regard to the safeguarding and wellbeing of students.
- The post holder is responsible for ensuring all child protection policies are adhered to and that any concerns or incidents are raised in accordance with these policies.



# THE PERSON

	Essential	Desirable
<b>Qualifications</b>	<p>GCSE or equivalent in Maths and English - confident numeracy and literacy.</p> <p>Level 2 Coaching Qualification</p> <p>A high level of professionalism working with young people and adults</p> <p>Understanding of the importance of Safeguarding and Health and Safety.</p> <p>Flexibility to work weekends, school holidays and training camps</p> <p>Experience coaching within a junior rowing context</p> <p>Proven experience and success in coaching junior sculling</p>	<p>A Level Qualification or higher</p> <p>First Aid Training</p> <p>Safeguarding / child protection knowledge/ training</p> <p>Minibus licence would be desirable</p> <p>Valid driving licence including trailer licence (or intent to attain trailer licence asap)</p>
<b>Previous Work</b>	<p>Experience of communicating with a range of people in a professional environment.</p>	<p>Previous experience in an education environment</p>
<b>Professional Skills and Experience</b>	<p>Strong communication skills -written accuracy; telephone, face-to-face.</p> <p>Highly organised, efficient with the highest standards of attention to detail in using microsoft word/ google docs and spreadsheets; records and relevant software and communication systems.</p>	<p>Experience of supporting young people in a school environment and working with parents.</p> <p>Experience with google software</p>



# THE PERSON

	Essential	Desirable
<b>Other Personal Qualities</b>	<p>Appropriate motivation for working with children (one which values each child and shows concern for their personal safety and wellbeing)</p> <p>Well-developed planning and organising skills including time management, delegation and administration</p> <p>Effective, engaging communicator with children, staff and parents</p> <p>An effective team player, working with colleagues collaboratively</p> <p>A professional and responsive manner, adapting to the needs and emotions of young people and adults</p>	<p>Willingness to contribute to the wider life of the school.</p> <p>Experience in fostering good relationships between all members of the school community.</p>



# HOW TO APPLY

***Please do contact us with any queries or if you would like to discuss your situation with us first.***

**For an application form please visit [www.swbgs.com](http://www.swbgs.com) and click on Vacancies**

## KEY DATES

**9.00am Friday 17th March 2023**

*Deadline for application*

**Interviews will be on Thursday 23rd March 2023  
We reserve the right to close the vacancy early  
should suitable candidates apply before the closing date**

**Applications submitted via email should be sent to Mrs Anna Summerfield, Director of HR at [asummerfield@swbgs.com](mailto:asummerfield@swbgs.com)**

The school is fully committed to the DfE guidance on Safeguarding Children and Safer Recruitment in Education and all candidates for the post will therefore be subject to vetting procedures following Buckinghamshire Council's guidance and the Trust's Safer Recruitment Policy. All shortlisted candidates will be subject to an online search as part of the safer recruitment process.



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