



BRIGHTON COLLEGE  
ABU DHABI

BRIGHTON COLLEGE ABU DHABI

# Physical Education Teaching and Learning Assistant

Date: September 2021



In partnership with **bloom.**education



## Brighton College Abu Dhabi wishes to recruit a Physical Education Teaching and Learning Assistant

Brighton College Abu Dhabi, a sister school of Brighton College UK, is a leading Independent-style British International School located in the United Arab Emirates. Founded in 2011 at a prime location on Abu Dhabi Island on a purpose-built, state-of-the-art campus, the College is heavily over-subscribed and was rated outstanding in all six categories at the most recent ADEK inspection (2018). The full report is available on the website.



The school is a member of COBIS and BSME and the Head Mistress is an international member of HMC.

Brighton College Abu Dhabi benefits from a strong partnership with Brighton College, the UK's top co-educational independent school, and with Brighton College Al Ain, Brighton College Dubai, Brighton College Bangkok and Brighton College Singapore. The Brighton family of schools currently educates more than 5,000 pupils.

A key component of Brighton's internationalism is the importance it places upon ensuring that its sister schools are authentically interpreting its values and ethos. Each school combines academic excellence with a wealth of co-curricular opportunities, all underpinned by a deep commitment to the individual needs and enthusiasms of every child. All pupils in the Brighton family of schools are valued for their own sake and encouraged to develop their talents to the full, in a community where there are no stereotypes and every achievement, however small, is noticed.

Brighton's success is built upon recruiting genuinely inspirational teachers who can enthuse about their subject and will maintain an exciting and vibrant intellectual environment in which children are able to explore their interests, develop their existing talents and acquire new ones.

We are currently seeking to appoint an experienced, well-qualified Physical Education Teaching and Learning Assistant to join us. This is a unique opportunity to join an exceptional and hardworking team with the united goal of ensuring top customer service for both prospective and current families.

### THE POST

The role of the PE TLA is busy and fast-paced and a College-wide role. The post holder will be supporting Brighton College's current pupils and academic staff within the PE Department and will work closely with the Director of Sport.



## **RESPONSIBILITIES OF POSITION**

- To take an active interest in all pupils to support them in mainstream lessons, in small group work or as individuals to achieve their targets.
- To support the education, social development, emotional and behavioural needs of pupils, small groups and classes under the direction of the Teacher and help to create a positive learning environment.
- To work closely with the Teacher to help raise awareness of the strengths and difficulties of particular pupils and follow specific programmes with them to support and enhance learning.
- To take full involvement throughout the whole lesson and proactively engage and lead the learning as and when required.
- To engage the pupils in meaningful talk at all opportunities in order to develop language skills and to build relationships.
- To prepare resources and materials, with guidance from the Teacher for individuals or small groups of pupils to enhance their learning experiences.
- To provide administrative support to the teacher in charge of the sport squad to whom you are assigned. This will consist of tasks such as registration via CHQ, checking offsite consent, completing results on SOCS, and any other reasonable requests.
- All TLAs in PE will have an area of responsibility that will change throughout the year on a rota basis (e.g. Notice Boards; Lost Property; Equipment Storage Areas)

## **PASTORAL**

- To create an atmosphere of support by being aware of, and fully complying with, all the College Policies; including the Code of Conduct, School Rules, and the Anti-Bullying Policy
- To be familiar with in all the College's policies on Health and Safety and be proactive in ensuring the safety of all members of the College community at all times
- To promote exemplary behaviour and a responsible attitude amongst all pupils at all times
- To be aware of and act upon all policies regarding the safeguarding of children
- To always observe policies and procedures relation to child protection, safety and security, confidentiality and data protection, reporting all concerns to the designated person.

## **PROFESSIONAL RESPONSIBILITIES**

- To be an ambassador of the College at all times, in school and the United Arab Emirates.
- To ensure that all communication is acted upon appropriately and in a timely manner
- To attend Parents' Evenings, Assemblies, Productions, Sporting and Special Events when required.
- To be responsible for the care of College resources in your area of responsibility, reporting damage or loss to your line manager or the facilities manager, as appropriate. A check of your area of responsibility should be carried out at the start of every working day.
- To be aware of and comply with all the College policies.
- To assist with covering colleagues as required and attend all meetings and INSET as required.
- To be in School prior to 7.00 am and until at least 4:00pm (subject to confirmation of School operation hours).
- To carry out any reasonable professional request made by the Teacher, Head Mistress, Head of School or member of the Senior Leadership Team (SLT)



## SKILLS, KNOWLEDGE AND ABILITIES

- Excellent command of written and spoken English
- Excellent interpersonal and communication skills.
- Ability to communicate with Senior Management.
- Experienced working within a fast-paced environment.
- Total integrity to deal with confidential information.
- Team-player, who is flexible to take on any task assigned.
- Ability to manage time effectively.
- High level of accuracy and attention to detail.

## APPLICATIONS

All applications must consist of the following completed documents:

1. Cover letter address to Ms Jireh Guting (jguting@brightoncollege.ae) outlining your suitability for the role.
2. CV (maximum of 3 pages)
3. Your application should also include a scanned copy of your qualifications.

NOTE: We reserve the right to interview and offer to a strong candidate prior to the closing date. It is strongly recommended that candidates submit their applications as soon as possible.

## SAFEGUARDING

Brighton College is committed to safeguarding and promoting the welfare of our pupils and expect all employees to share this commitment. All applications should read the College's child protection policy, which is available on our website, and are required to declare any information as requested on the application form. Enhanced disclosure with the Disclosure and Barring Service (DBS) in the UK or an ACRO Check and a local police certificate will be requested for the successful candidate.