

JOB DESCRIPTION

Job Title	Director of Cross College Sports
Contract	Permanent, Full-time
Job location	Elm Park Campus, Stanmore
Faculty	Cross College Sports
Reports to	Assistant Principal – Study Programmes
Salary Scale	£55,441 - £58,839 per annum

Job Purpose:

Accountable for the success of the area which will be measured through high achievement rates, high quality teaching and learning, learner satisfaction surveys and high levels of progression to further study, higher education, or employment. The post-holder will inspire and lead the team towards providing a curriculum both vocational and sport skills related which meets the needs of the local population, including employers, and provides the best possible fit for students with future employment and progression needs.

PRINCIPAL ACCOUNTABILITIES

1. To formulate a vision for the designated area and communicate this to staff and students inspiring them to work towards achieving this vision.
2. To design a marketing and promotion plan for the designated area and work with the marketing team and others to ensure successful recruitment
3. To demonstrate leadership and management for all the designated sites and curriculum areas.
4. To lead and manage the staff within the designated area, setting aspirational targets for each one linked to their performance.

5. To work with the staff, Curriculum managers, Centre Managers and Course Leaders to ensure that programmes are appropriately staffed, resourced, and timetabled.
6. To develop staff in the designated areas using information gained from a range of sources such as lesson observations, walk-throughs, assessment checks, regular line management meetings, individual results, including attendance.
7. To work collaboratively with other leaders to raise student achievement and improve the learning experience for students.
8. To be responsible for the implementation of strategies and systems that improve attendance, punctuality, retention and behaviour.
9. To work with the Director of Quality Teaching and Learning to ensure any teaching and Learning developments and improvements are fully integrated and successful.
10. To lead and cultivate to maintain high and improving achievement rates within the designated areas.
11. To take full responsibility for all aspects of Quality & Standards in the designated area and developing strategies to enhance academic and vocational standards.
12. To support other leaders in the faculty to develop outstanding quality assurance and improvement processes.
13. To be responsible for the Quality Cycle, Self-Assessment and Quality improvement planning for the area.
14. Regularly report on the quality of the teaching and learning and feed such reports into the Teaching and Learning Team.
15. Analyse datasets which demonstrate performance within the faculty regularly and with managers and Course Leaders, working to an action plan to bring about sustained improvement in teaching and learning and outcomes for students.

16. Take charge of curriculum support and intervention strategies for underperforming areas of curriculum
17. To produce readable and comprehensive evaluation reports on the area's provision (e.g. the self-assessment report) which feed into whole college reports and processes, such as the whole college SAR and the college quality improvement plan.
18. To ensure effective delivery of sports related programmes and skills, deploying appropriate staff.
19. To develop the provision of Uniformed Public Services and other curricula allied to Sport, Wellbeing and public services
20. To ensure that extra-curricular activities are well planned and supported and enhance students' progression routes and development of wider skills.
21. To ensure the planning and effective delivery of a range of enrichment and personal development activities.
22. To liaise with external stakeholders (Chelsea, Crystal Palace, Richings Park & Welling) to ensure that the required parameters of planned programmes are met
23. Research and develop new programmes so that they continue to meet the needs of the community, including forging and maintaining links with employers and other key stakeholders as well as relevant local, regional and national organisations.
24. Increase student numbers in the faculty to optimal levels.
25. To lead on discipline across the area, making final decisions regarding suspension and withdrawal of students.
26. To manage the budget for the area, including staff utilisation within a pre-arranged target allocation.
27. To play a full role in business planning and strategic planning.

28. To take part in planning for the creative and innovative use of space to best meet the vision and strategy of the designated area in liaison with the Principal and Deputy Principal and Assistant Principal.

29. To be an ambassador for the College and act to enhance its reputation.

30. To take responsibility for health and safety, safeguarding, equality and diversity and data protection within the scope of the post.

The postholder will lead a defined curriculum area, which will be reviewed annually, and will undertake pedagogic work. The composition of the area will be reviewed annually with the portfolio.

The postholder can be required to carry out any other duties consistent with the grade of the post, at any site on which the college may operate.

In consultation with the postholder this job description is liable to variation by management within a reasonable timescale to reflect or anticipate changes in or to the job.

Closing Date: Sunday, 22nd February 2026.

Interview Date: Thursday, 5th March 2026.

PERSON SPECIFICATION

JOB TITLE: Director of Cross College Sports

Criterion	Essential/ Desirable	Method of assessment
QUALIFICATION		
First degree or equivalent	Essential	Application Form
Masters/higher degree	Desirable	Application Form
Evidence of recent and progressive career development and appropriate professional development	Essential	Application Form/ Interview
A recognised full teaching qualification	Essential	Application Form
KNOWLEDGE & EXPERIENCE		
Sound knowledge of further education curriculum developments including 14-19 funding and adult skills	Essential	Application Form/ Supporting statement/ Selection task
Sound knowledge of qualification and assessment frameworks both academic and vocational	Essential	Selection task
Knowledge and experience of a range of teaching and learning strategies including the use of information and learning technology	Essential	Application Form/ Supporting Statement/ Interview
Experience of working with young people and adults in an educational setting delivering a learner-centred curriculum	Essential	Application Form/ Supporting Statement
A strong knowledge of equality and diversity and how it relates to the provision of education and training	Essential	Application Form/ Supporting Statement/ Interview
Experience of effective and significant line management	Essential	Application Form/ Supporting Statement/ Interview
Experience of devising new and innovative curriculum delivery models	Essential	Application Form/ Supporting Statement/ Interview

Experience of meeting and communicating with partners including employers, local community and internal and external stakeholders	Essential	Application Form/ Supporting Statement/ Interview
SKILLS & ABILITIES		
The ability to think strategically translating vision and ensuring the vision is widely shared	Essential	Presentation
The ability to set and achieve challenging performance targets and effectively manage under-performance	Essential	Application Form/ Supporting Statement/ Interview
The ability to understand and analyse data from several sources and a forensic attention to detail	Essential	Selection Task
The ability to communicate information accurately and effectively both in writing and verbally	Essential	Application Form/ Supporting Statement/ Selection Task/ Presentation/ Interview
The ability to prepare and present formal reports and give formal business presentations	Essential	Application Form/ Supporting Statement/ Presentation
The ability to be creative and innovative when faced with problems and challenges	Essential	Application Form/ Supporting Statement/ Interview
Ability to work effectively with others and relate to others at all levels	Essential	Interview
Ability to meet deadlines and provide information as requested	Essential	Interview
The ability to recognise and respond to curriculum opportunity and grow and diversify curriculum	Essential	Application Form/ Supporting Statement/ Interview
Other		
A passion for further education and the opportunities it can bring in terms of participation and widening access	Essential	Application Form/ Supporting Statement
Willingness to work flexibly in terms of hours and locations effectively demonstrating enthusiasm and energy	Essential	Application Form/ Supporting Statement/ Interview

Commitment to safeguarding and promoting the health, safety and welfare of children, young people and vulnerable adults	Essential	Application Form/ Supporting Statement/ Interview
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