

MAESTEG SCHOOL

Ffordd Dysgu
MAESTEG
Bridgend
CF34 0LQ



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Headteacher / Pennaeth: H. Jones B.A. (Hons) N.P.Q.H.

15th January 2024

Dear Applicant

WRU Hub / Maesteg School Officer

Fixed-Term One Year Contract (although may be extended)

Thank you for the interest you have shown in the above post at Maesteg School.

Maesteg School is a thriving 11-18 community comprehensive school, situated within easy access to the M4 motorway, in a brand new 'state of the art' building.

We require a Welsh Rugby Union Hub officer. The role of the Hub Officer is to promote and develop rugby union within the Educational Setting. At Maesteg School, the Hub Officer will primarily be required to promote and develop rugby in curriculum time, and to establish extra-curricular activity which engages boys and girls of all abilities within a fully inclusive rugby programme – including development as coaches, administrators and volunteers, as well as participants with established links to club/cluster and community provision. We are proud of the success of this programme which has been running for a number of years in this year and with both previous Officers moving into teaching positions after their experience with us and our pupils.

I look forward to receiving your application by **Friday 26th January 2024 - 9am**. Should you require any further information please do not hesitate to contact the school.

Yours sincerely

Helen Jones
Headteacher

Motivated to Strive / Ysgogi i Ymdrechu



Required As Soon As Possible (Fixed-Term One Year Contract)

Welsh Rugby Union / Maesteg School Hub Officer

Hub Officer Job Description

JOB DESCRIPTION (SECONDARY SCHOOLS OFFICER)	
Job Title	Hub Officer
Salary	Grade 6 - £25,119
Location	At the establishment for a maximum of 25 hours per week. At community, club/female hub and other locations for a minimum of 10 hours per week (as appropriate to the role).
Hours of Work	Full-time (NOT PRO RATA), a minimum of 35 hours per week, but the nature of the role may involve working in excess of this, including evenings, weekends and Public Holidays.
Contractual Status	Fixed term, agreed by the establishment as the employer
Responsible To	Line Management via Establishment and WRU
Key Relationships	Establishment management e.g. Headteacher, Head of PE (or equivalent) WRU National Hub Programme Manager WRU Rugby Department Staff as directed by the WRU Regional Manager WRU Clubs, Female Hubs and Inclusive teams Educational Establishments Local Primary/Secondary schools – SEN Units Community stakeholders, as appropriate Local Partners - DSW/Urdd/Streetgames/Regional Community Foundations Representative teams (Dewar Shield) & Regional representatives
Role summary:	<p>The role of the Hub Officer is to Enable Welsh Rugby to Thrive and develop individuals through rugby union delivery within the establishment and local community;</p> <p>The Hub Officer will be required to Enable Welsh Rugby to thrive via activity that engages participants of all abilities within a fully inclusive rugby programme. Including developing individuals as coaches, referees, administrators and volunteers, as well as participants (regardless of ability and gender) with established links to all education, WRU and Community Stakeholders.</p> <p>Other responsibilities commensurate with the role.</p>
Key Responsibilities:	<p>Through rugby the Hub Officer will contribute to the objectives of educational settings relating to the four purposes of the new curriculum for Wales.</p> <p>The four purposes are that all children and young people will be:</p> <p>Ambitious, capable learners who are ready to learn throughout their lives. Enterprising, creative contributors who are ready to play a full part in life and work. Ethical, informed citizens who are ready to be citizens of Wales and the world. Healthy, confident individuals who are ready to lead fulfilling lives as valued members of society.</p>

ROLE DESCRIPTORS	
Objectives	<ul style="list-style-type: none"> Objectives will be delivered through the 5Ps of the Welsh Rugby Union Strategy
Places	<ul style="list-style-type: none"> Create a work programme that supports the development of rugby in these communities - internal and external communities
Partners	<ul style="list-style-type: none"> WRU Hub Officer will link up and support with other key strategic partners to help grow all our priorities and increase opportunities for rugby across Wales. Without limitation, to perform all such other duties, and do all such other things, as may be considered necessary to fulfil the objectives of the WRU Hub Programme as agreed with the Educational setting
Promote	<ul style="list-style-type: none"> WRU Hub Officer will provide an offering for all our people and communities Provide targeted holiday provision at Local Rugby Clubs Promote the WRU Digital Classroom to all educational establishments in the local community Drive SEN rugby provision in Wales through delivering SEN sessions and supporting local, regional and national events
People	<ul style="list-style-type: none"> The WRU Hub Officer will provide the targeted training and tools that will enable everyone involved in rugby to be the best they can be. To support a fully inclusive environment to encourage young people to participate in rugby, including and especially through coach, referee and volunteer education and development Supporting the organisation and delivery of any WRU Courses, CPDs, Rugby Leaders in the community. To deploy young people and volunteers into the local community to support the development of rugby including Rugby Leaders and the WRU apprenticeship programme.
Playing	<ul style="list-style-type: none"> The WRU Hub Officer will delivery fully inclusive programme to grow, develop and maintain the game. To deliver, or to support the delivery of, Sport and physical activity through the medium of Rugby Union to all participants, regardless of gender, sexual orientation, ability, race/religion or socioeconomic background. To support & develop the WRU & Regional Talent Pathway for Players & Coaches in Wales.
Administration	<ul style="list-style-type: none"> Attending or access via the WRU Game Locker WRU training sessions, courses and inclusion specific training etc, as required, with a view to pursuing a personalised programme of continued professional development To develop and deliver an area specific Operational plan that supports the regional operation plan driven by the WRU Rugby Department. To gather and maintain such data as may be required for monitoring the effectiveness of the WRU Hub programme, and to report this to the WRU, establishment and educational settings as required To contribute to the development and maintenance of a safe and inclusive working environment in all places of work, including through compliance with policies relating to health and safety, equality, safeguarding, confidentiality, social media and data protection (as per WRU and Establishment setting requirements)

Person Specification

The person specification will be shaped according to the demands of each role, the setting in which it is delivered, and the requirements of the Local Hub Steering Group. The characteristics of the Hub Officer will therefore include some or all of the following, with additions as required:

PERSON SPECIFICATION		
	<i>Essential</i>	<i>Desirable</i>
Skills and Competencies	<ul style="list-style-type: none">• Self-starter, well-organised, motivated and energetic• Strong interpersonal skills, relationship-building and influencing – able to relate well to young person and adults• Excellent written and verbal communication skills• Excellent IT Skills, specifically Microsoft Office, Google Drive, related social media platforms	<ul style="list-style-type: none">• The ability to communicate through the medium of Welsh• The ability to communicate through the medium of other languages as appropriate to the local community
Experience	<ul style="list-style-type: none">• Relevant experience working within sports development and/or community development• Experience of coaching and/or working with children and young people• Experience of working with volunteers	<ul style="list-style-type: none">• Minimum 12 months' experience working within rugby development• Experience as a coach or workforce developer• Experience of working in a secondary or further education environment
Qualifications	<ul style="list-style-type: none">• A current, relevant sports coaching qualification	<ul style="list-style-type: none">• Rugby coaching qualification, minimum WRU Level 1 Coaching Children• Safeguarding Children and Young People• Rugby referee qualification, WRU Level 1• Emergency First Aid at Work course• MiDAS minibus driver's qualification
	<i>Essential</i>	<i>Desirable</i>
Other	<ul style="list-style-type: none">• Current, clean UK driving licence• This role is subject to an enhanced DBS disclosure check• An understanding and commitment to equal opportunities in employment, sport and education• An understanding of individual responsibility in complying with the WRU and Educational settings policies and arrangements in respect of Health & Safety, confidentiality, data protection, etc.	

Information via:

Email: admin@maestegschool.bridgend.cymru

*Application pack (including application form) are in Word format and will be forwarded to applicant via email, **please return via email.***

Closing date for applications

Friday 26th January 2024 - 9am.

Applicants are requested to note that the successful candidate will be required to agree to an enhanced criminal record clearance being undertaken



WELCOME FROM THE HEADTEACHER

Dear Candidate,

I am delighted to welcome you to Maesteg School. We are a vibrant, popular school in the Llynfi Valley committed to providing an outstanding education for all our students. The school is in a pleasant rural setting conveniently situated just off the M4 between Swansea and Cardiff in the borough of Bridgend. The school is a community-focused school and enjoys close relationships with our 6 partner primary schools and benefits from a supportive close-knit community. We are a co-educational 11-18 schools with almost 1050 pupils, 130 of those in the 6th form. Currently over 30% of our pupil population is entitled to free school meals and around 55% of the population live in the most deprived areas in Wales. Fundamental to the way we work here is in removing barriers to learning. To that end we look to recruit staff who have a strong moral purpose and passion for education who understand that excellent pupil/teacher relationships are at the heart of everything we do to ensure success for our young people.

We want the very best for the children in our care to provide a learning environment where every child has the opportunity to succeed and thrive as an individual. Our simple motto is 'Motivated to Strive'. This means that we place significant emphasis on creating a disciplined learning environment where everyone is expected to work hard and make a contribution to Maesteg School Life. We expect our students to work hard at school and at home. We want them to acquire a love of learning, deep knowledge and skills that will equip them to survive and succeed in 'life after school.' We expect our students to explore ideas, to question concepts and debate opinions. We want to develop students who are confident communicators who can speak in front of others and write competently for a range of audiences and purposes. Our students will aspire to be resilient problem solvers who will accept that failure is an essential part of the learning process. They will be numerate and digitally competent and they will celebrate cultural diversity alongside their Welsh identity.

We are currently in the privileged position of being described as a school with very good prospects for continued improvement. In recognition of the work we have done to improve standards by developing an innovative curriculum and an excellent staff development programme, we have become a Lead Partner School with Swansea University and as a result of our work as a 'Pioneer School', we have adopted the new Curriculum for Wales for September 2022 with our current Year 7 cohort.

Our curriculum ensures that every student is offered a wide range of subjects and opportunities to succeed. Although we value academic achievements, equally important to us are the wider aspects of school life such as sport, music, drama, and creative arts. All our students are encouraged to participate in our extensive after school programme which encourages them to explore and make the most of their talents. To this end, we particularly welcome applications from staff who can contribute to and continue to develop our extra-curricular programme.

Maesteg School is a highly inclusive school where we pride ourselves on knowing each and every child as an individual. Our House structure and superb pastoral systems, ensure that every child is valued and that Wellbeing is at the heart of everything we do. Our school is a warm, caring community with excellent relationships between students and staff. We aim to develop ambitious, optimistic young people who leave our establishment proud of their achievements, proud of their community and proud of themselves.

Our 6th form is highly successful with students pursuing Higher education courses, apprenticeships and careers which include medicine, law, journalism, computing and engineering. Those students who aspire to Oxbridge are supported through the rigorous selection process via a bespoke support programme to ensure that they are thoroughly prepared for the challenges ahead.

Our teachers are ambitious for success in terms of pupil outcomes and their own professional development. Continued Professional Development is carefully planned for and developed as career progression is both expected and encouraged at Maesteg School. We have a thorough induction programme and developed a bespoke training package for our NQTs.

I feel honoured and privileged to lead Maesteg School and I am proud of the many and varied achievements of our staff and students. I am confident that should you choose to apply for a position in our school, you too will want to become a part of our happy, ambitious and successful school.

Thank you for taking an interest in our school. I look forward to hearing from you. Good luck!

Mrs H. Jones (Headteacher)

MAESTEG SCHOOL

“Motivated to Strive”
“Ysgogi i Ymdrechu”

Health and Wellbeing Faculty

We are a successful and supportive faculty of 10 including a Head of Faculty, Rugby Hub Officer, Health, and Wellbeing technical and lead 8 practitioners of Physical Education, Health, and Well Being. We have an innovative, authentic, and varied curriculum which focuses on engagement and enjoyment in lessons which has underpinned our continuing success both in terms of outcomes and experience.



We encourage challenge through high quality differentiated teaching strategies together with extra-curricular opportunities in partnership with the Active Young People Department and the Community. This is evidence in the raising of standards at Key stage 3.

At key stage 3 the development of pupils’ literacy skills is an integral part of the Health and Wellbeing curriculum and as a faculty we have continued to develop a library of differentiated learning and teaching resources to provide pupils with the appropriate scaffolding to develop skills for life.



The selection of mixed sex PE or same sex classes where the selection is driven by the dynamic of the groups and individual learning needs has proven to be extremely successful and has contributed significantly to the attainment levels of Key Stage 3 pupils and their levels of participation.

At Key Stage 4 and 5 we offer both vocational and academic pathways including Edexcel BTEC Sport, Sports Coaching, Leadership through Sport. WJEC GCSE Physical Education and Health and Social Care and SWEET qualification. Our attainment of Key Stage 4 is 100% achieving A*-C for BTEC Vocational courses. 100% pass rate A*-E for Health and Social Care at KS5. An impressive 43% of A*-A outcome for KS4 GCSE courses with pupils exceeding expectations. Our faculty achievement is evident to the work and commitment of every individual member of staff. With individualised approach to ensuring any gaps in students' learning or skills is overcome with adequate support and care. Student numbers at both KS4 and KS5 are over-subscribed, and we regularly run multiple sport courses to suit the need of every learner.

We are incredibly proud of our extra-curricular activities and our ethos that ensures all students, no matter their own perceived ability or interest in sport or physical activity succeed. Our hugely successful partnership with the Active Young People Department provides our students with learnership opportunities in the wider community.



Facilities in the PE Faculty are excellent: a state-of-the-art and recently refurbished Fitness Suite; a gymnasium; a sports hall; a dance studio; an Astro turf; rugby and football pitches; and netball and tennis courts. Each practical classroom has an Apple TV to allow instant consideration of students' work. Teachers in the Faculty are also constantly exploring how technological developments can develop and enhance students' learning in Health and Wellbeing and Physical Education.

We are a hard-working and dynamic Faculty with a real 'can-do' attitude among both staff and students. We are proud of our achievements and are looking forward to the additional opportunities the new curriculum will create for our pupils throughout the Maesteg community and the wider world.