



ST CHARLES COLLEGE

S O U T H A F R I C A

St Charles College, founded in 1875, is an independent Christian boys' college situated in Pietermaritzburg, South Africa, catering for day boys from Grade 000 to Matric with boarders from Grade 4 upwards. The College comprises five schools each focused on a specific phase of growth of boys. Applications are invited for the position:

Junior Primary Sports Co-Ordinator

St Charles College is looking to employ a suitably qualified Junior Primary Sports Co-ordinator commencing 1 January 2020. The position will require a focused approach to the organisation and running of sport in the Junior Primary school. The incumbent will be a member of the sports department and will involve himself or herself fully therein and the greater life of the College.

Key responsibilities will include but are not limited to:

- The execution of a planned physical education curriculum for Grade One, Two and Three
- Good administration and attention to detail in hosting festivals and events
- An inspired and progressive approach to coaching
- Develop and implement a sport skills curriculum in conjunction with the Heads of Sport
- Recruitment of Junior Primary Coaches in conjunction with the Heads of Sport
- Training, development and mentorship of the Junior Primary Coaches
- Active involvement in the Senior Primary School Sport curriculum

The ideal candidate will have:

- A relevant qualification/experience
- A valid driver's licence
- Excellent communication skills
- The ability to work weekends and public holidays
- Previously demonstrated ability to work as part of a team and interact with all levels of staff and management
- Strong organisational and time management skills
- Self-motivation and energy

How do you apply?

Only persons with the appropriate qualifications and experience will be considered. If you believe you have the ability, attitude and energy to fulfill the requirements of this position, please email your detailed two-page curriculum vitae to the College, including the names of three contactable referees.

Email your two-page CV to:
The Human Resources Department
Email: recruitment@scc.co.za
Applications close on Friday 20/09/2019

The College reserves the right not to fill the post. An application will not, in itself, entitle the applicant to an interview or appointment, and failure to meet the minimum requirements of the advertised post will result in the applicants automatically disqualifying themselves from consideration. If you have not heard from St Charles College within six weeks of your application, please consider that it has been unsuccessful.