

JOB DESCRIPTION

HEAD OF RUGBY (Sep 2026)

This job description and Seaford College's Employment Policies, terms and conditions for Teaching Staff set out the terms upon which you will be employed by The Johnson Trust Limited at Seaford College. Seaford College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This job description may be amended at any time following discussion between the Headmaster or Head of Department and member of staff and will be reviewed annually as part of the performance review process.

REPORTING TO: Director of Sport

DEPARTMENT: PE

LOCATION: Seaford College, Lavington Park, Petworth, GU28 0NB and work off site where required within the role

CORE PURPOSE: Leadership, coaching and development of Rugby across Seaford College

PURPOSE OF ROLE: To provide strategic, operational and coaching leadership for Rugby across Seaford College, from Reception to Year 13. Working closely with the Director of Sport, leading a large team of teachers, coaches and specialist practitioners, establishing a coherent approach to player development and coaching across the College.

To be an active and highly visible coach. Coaching regularly within the programme, with significant involvement in senior rugby and performance provision, while maintaining a presence across Prep and age-group rugby.

Success will not be measured solely through the performance of one team. It will also be evident through participation, retention, player development, quality of coaching, staff development, student experience, pathway progression, competitive performance and the strength of the rugby culture across the College.

Key Relationships: Director of Sport; Heads of Sport; Prep and Senior Games staff; rugby coaches; Strength & Conditioning; medical/physiotherapy staff; pastoral teams; Admissions; external rugby partners

DUTIES AND RESPONSIBILITIES:

1. Strategic Leadership and Culture

- Develop and implement a clear vision for Seaford Rugby across the 4–18 pathway.
- Produce and regularly review a strategic development plan for rugby, aligned with the wider direction of Seaford Sport.
- Establish a clear identity, coaching philosophy and culture for Seaford Rugby.
- Ensure that participation, development and performance remain complementary.
- Maintain high expectations for behaviour, commitment, sportsmanship and representation of the College.

- Use student voice, participation, retention, performance and staff feedback to inform continued programme development.
- Work closely with the Director of Sport as a key member of the wider Heads of Sport team.

2. Coaching

- Be an outstanding and active rugby coach, with a significant weekly coaching commitment.
- Lead and support coaching across the College and have significant involvement within senior rugby.
- Coach across different age groups where expertise will have the greatest impact.
- Model excellent session design, delivery, feedback and player management.
- Support technical, tactical, physical and decision-making development appropriate to age and stage.
- Ensure contact preparation is progressive, safe and consistent with current RFU requirements and best practice.
- Support the effective delivery of Rugby Union, Touch and T1 Rugby.
- Attend fixtures regularly across the programme and maintain visibility beyond one individual team.
- Remain current with developments in coaching, player development and the wider game.

3. Whole-College Player Development

- Oversee a coherent rugby pathway from Reception through Prep, Senior School and Sixth Form.
- Ensure coaching and provision are developmentally appropriate at every age and stage.
- Oversee boys' and girls' rugby provision as part of the whole-College programme.
- Support Touch and T1 Rugby within the Games Curriculum alongside the established Rugby Union pathway.
- Create positive entry points into rugby for students new to the game.
- Provide appropriate challenge and progression for experienced and high-performing players.
- Ensure meaningful opportunities across participation, development and performance environments.
- Support effective transitions between Prep, age-group, U16 and senior rugby.
- Work with pastoral colleagues to ensure student experience, welfare, and personal development remain central to decision-making.

4. Coach Leadership and Development

- Lead, support, and inspire a substantial team of teachers, rugby coaches and specialist practitioners.
- Deploy coaching expertise effectively across the programme.
- Establish clear expectations and standards for Seaford Rugby coaches.
- Observe coaching and provide regular developmental feedback.
- Lead an ongoing programme of rugby-specific coach development and CPD.
- Mentor developing coaches and create opportunities for coaches to observe, collaborate and learn from one another.
- Provide appropriate coaching frameworks, schemes of work and resources.

- Ensure staff remain appropriately qualified and current.
- Develop leadership capacity within the coaching team.
- Create consistency in philosophy and standards while valuing the individuality of excellent coaches.

5. Performance and Pathways

- Create an environment in which ambitious rugby players can maximise their potential.
- Oversee the continued development of the College's performance rugby provision.
- Work closely with Strength & Conditioning, physiotherapy/medical and wider performance staff.
- Support appropriate individual player development and performance planning.
- Maintain strong relationships with professional academies, clubs, representative programmes and governing bodies.
- Support students balancing school, academy and representative commitments.
- Identify appropriate external opportunities for talented players.
- Contribute to the College's Sports Scholarship programme.
- Support the Director of Sport and Admissions, where appropriate, in conversations with prospective students and families.

6. Programme Management

- Ensure the effective planning and delivery of fixtures and competitions across the rugby programme.
- Oversee staffing and coaching deployment, pre-season, tournaments, festivals and major rugby events.
- Work with the wider Sport and College teams to ensure effective use of SOCS and clear communication with students, staff and families.
- Oversee appropriate provision of officials, facilities, pitches, equipment, kit, transport and match-day requirements.
- Manage the Rugby budget in collaboration with the Director of Sport.
- Maintain appropriate governing-body affiliations and compliance.
- Lead or support domestic and international rugby tours within the College's wider touring strategy.
- Support House Rugby and other appropriate College competitions.
- Review the programme regularly and report strengths, achievements, challenges and development priorities to the Director of Sport.

7. Relationships and Wider College Contribution

- Build positive and professional relationships with students, parents, colleagues and external partners.
- Work collaboratively across Prep, Senior and Sixth Form to ensure a joined-up whole-College programme.
- Contribute fully to the wider life of Seaford College and the Seaford Sport department.
- Represent Seaford Rugby positively within the school, local community and wider school Rugby landscape.

- Support College events, recruitment activity, scholarship processes and other reasonable duties appropriate to the role.

This job description will be reviewed regularly as part of the professional development cycle. No job description can fully cover all aspects of such an appointment and consequently the responsibilities are likely to expand and evolve over time

GENERAL MATTERS

To assist with duties and activities relating to the general administration and control of the school as the Headmaster and Governing Body shall, from time to time, reasonably require.

THE APPLICANT

The successful candidate will be an outstanding rugby coach and an effective leader of people. They will have the coaching credibility to work with ambitious senior players while understanding that excellent coaching looks different with a student encountering rugby for the first time.

They will enjoy being on the field. Equally, they will recognise that the success of a programme of this scale cannot depend upon one individual coach. They will be passionate about developing the people around them and creating an environment in which coaches improve as well as players.

They will be visible, energetic, reflective and highly relational, with the organisational ability required to manage a substantial whole-College programme.

Essential Qualities and Experience

- An outstanding and experienced Rugby Union coach.
- An appropriate recognised rugby coaching qualification.
- Significant experience of player development.
- The ability and credibility to coach effectively within a performance environment.
- A strong understanding of coaching across different ages and stages.
- The ability to lead, support and develop other coaches.
- Strong leadership and programme-management skills.
- An understanding of contemporary approaches to player welfare, contact preparation, and physical development.
- Excellent organisation and the ability to manage competing demands within a complex programme.
- Excellent interpersonal and communication skills with students, staff, parents, and external partners.
- A reflective approach and commitment to continued professional development.
- A clear understanding of the educational purpose of school sport.
- A student-centred approach to decision-making.
- A commitment to both participation and performance.
- The highest standards of professionalism, safeguarding and care for young people.
- A willingness to contribute fully to the wider life of Seaford College.

Desirable Qualities and Experience

- An advanced RFU/UKCC coaching qualification or equivalent.

- Experience within a high-quality school, academy, representative, or professional development environment.
- Experience leading a substantial rugby programme.
- Experience coaching senior/U18 performance rugby.
- Experience working within a multidisciplinary performance team.
- Experience supporting academy or representative players.
- Experience organising tours, festivals, or major competitions.
- Experience within an educational environment.
- Qualified Teacher Status or another relevant professional qualification.