



Job Advertisement

Job Title	Sports Intern
No. of Vacancies	2
Department	Sports/Physical Education
Engagement	Internship
Duration	6 months to One Year
Reporting to	Head of Sports
Start date	1 st November 2026

About the role

Crawford International School is seeking for **two (2) enthusiastic, responsible and sports-oriented interns** to join our Sports Department.

The successful candidates will support the delivery of sports and physical education activities, assist with training and competitions, and contribute to creating a positive, inclusive and safe sporting environment for our students.

This internship provides an opportunity to gain practical experience in a dynamic international-school environment while developing skills in sports coaching, student engagement, event coordination and sports administration.

Key Duties and Responsibilities

The Sports Interns will:

- Assist Sports and Physical Education staff in planning and delivering sports activities and training sessions.
- Support coaching and development of students across different age groups and ability levels.
- Assist with extracurricular sports clubs, school teams, fixtures and competitions.
- Help organise and supervise sporting events, tournaments and inter-school competitions.
- Assist with setting up, checking and storing sports equipment and facilities.
- Ensure sports equipment and activity areas are used safely and responsibly.

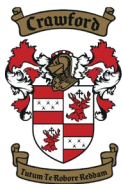


- Encourage students to participate actively in sports and physical activities.
- Promote teamwork, discipline, fair play, respect and good sportsmanship.
- Assist with attendance records, fixtures, schedules and other basic sports administration.
- Support students during practices, matches and sporting events under the direction of the relevant staff.
- Work collaboratively with teachers, coaches and other members of the Sports Department.
- Maintain appropriate professional boundaries when interacting with students.
- Follow the school's safeguarding, child-protection, health and safety policies and procedures.
- Undertake other reasonable duties related to the Sports Department as assigned.

Education Qualifications

Applicants should have:

- A Diploma or Degree in **Sports Science, Physical Education, Sports Management, Recreation, Exercise Science.**
- Demonstrable knowledge, interest or practical experience in at least one sport, such as football, basketball, volleyball, athletics, swimming, tennis or another recognised sport.
- An interest in coaching and developing children and young people through sport.
- Good communication and interpersonal skills, with a good command of spoken and written English.
- The ability to work effectively with students from different ages, abilities, cultures and backgrounds.
- Good teamwork, organisation and time-management skills.
- A positive, patient, energetic and professional attitude.
- Good physical fitness and willingness to participate actively in sporting activities where appropriate.
- Basic computer literacy and the ability to use email and standard office applications.
- Reliability, punctuality, responsibility and a willingness to learn.
- A strong commitment to student welfare, safeguarding and professional conduct.



Mandatory requirements

1. TSC Certificate of Registration
2. Valid Police Clearance Certificate
3. Valid Academic and transcripts documents
4. Safeguarding, Child Protection and Child Safety Certificate
5. First Aid/CPR Certificates
6. Kenya Revenue Authority PIN Certificate
7. National Identity Card (ID)
8. NSSF card
9. SHA Registration Number
10. Passport size photo

Note: Successful candidates will be expected to satisfy the school's safeguarding and recruitment requirements, which may include appropriate background or suitability checks.

Key Competencies

The ideal candidates will demonstrate:

- **Initiative** - willingness to take responsibility and support activities proactively.
- **Communication** - ability to communicate clearly and respectfully with students and colleagues.
- **Teamwork** - ability to work cooperatively within a professional school environment.
- **Adaptability** - ability to work with students of different ages, abilities and cultural backgrounds.
- **Professionalism** - commitment to punctuality, confidentiality, appropriate conduct and school policies.
- **Student-centred approach** - genuine interest in supporting students' physical, social and personal development.



Application Procedure

Interested candidates should submit:

1. A **current CV**, including relevant sporting, coaching, academic and volunteer experience.
2. A duly signed **cover letter** explaining their interest in the Sports Internship and the skills they would bring to the role.
3. Copies of relevant **academic documents and transcripts, professional and coaching certificates**.
4. Contact details for **three referees**, preferably including an academic, professional or coaching referee.

Applications should be submitted by email to:

Email: Careers@crawfordinternationalschool.com

Subject: **Application – Sports Intern**

Closing Date

Applications must be received on or before 19th October 2026 by 4.00 pm.

Only shortlisted candidates will be contacted.

Crawford International School is committed to providing a professional, inclusive and safe learning environment for all students. Recruitment decisions will be based on relevant qualifications, competencies, experience and suitability for the role.

