



Position Description

Position:	Sports Coach (Rowing)
Position Status:	Casual
Classification:	Level 4, in accordance with The Educational Services (Schools) General Staff Award 2020
Reports to:	Head Rowing Coach. All positions in the College ultimately report to the Principal

Presbyterian Ladies' College

Established in 1875, Presbyterian Ladies' College (PLC) is a leading Christian independent school for girls from Kindergarten to Year 12, with onsite boarding available from Year 7.

The campus is situated in the east of Melbourne on a 16-hectare site, creating a unique environment of a school in a park.

Our core values, underpinned by our Christian Ethos, are Integrity, Empathy, Courage, Delight and Service, and these provide an enduring foundation for dynamic learning.

The College Mission is to provide an outstanding education within a Christian context that:

- prioritises care
- promotes holistic development and growth
- personalises learning
- provides enriching opportunities
- perpetuates principled living and a service ethic
- prepares students for their time as scholars, thinkers, citizens, advocates, and leaders

Our consistently impressive academic results reflect the high-quality teaching, dedication of the students and visionary leadership for which the College has long been renowned.

We value and nurture the individual strengths and passions of the students. The personal development of our students is our priority with extensive age-appropriate care and wellbeing programs. Asian and European language studies are part of the curriculum from Prep to Year 12 with many students continuing foreign language study through either the Victorian Certificate of Education or the International Baccalaureate pathway.

The students' talents and interests are nurtured within a rich curriculum program, as well as through extensive co-curricular offerings.

Our ultimate goal is to develop girls who are fully prepared and will flourish in their life and work well beyond school as they contribute in meaningful ways to their community as scholars, thinkers, citizens, advocates and leaders.



Context of the Role

PLC offers a rowing program to all Year 8 to 12 students commencing in Term 3 and concluding in Term 1 the following year. PLC rowing is developing into a strong program that is well supported by the wider school community.

Position Overview

Rowing Coaches play a key role in creating a positive, inclusive and engaging environment for rowers and coxswains. They support the technical development of athletes while encouraging teamwork, enthusiasm and strong connections within the rowing community. Coaches help foster a culture where all participants are provided with opportunities for personal growth and development.

As a Coach, you will contribute to a rowing program that is challenging, supportive and accessible to students of all year levels and abilities. Coaches are responsible for delivering training sessions and rowing instruction in line with the PLC technical model and training program, under the guidance of the Rowing Coordinator and Head Rowing Coach.

Rowing Coaches are responsible for fostering a positive learning environment for our rowers and coxswains. Coaches assist in the implementation of the technical development of athletes while encouraging athletes to foster connection and enthusiasm towards fellow students and the sport. As a Coach, you will support and foster a rowing program that is engaging, challenging and inclusive across all year level groups and abilities. Coaches are responsible for implementing our training plan and instructing rowing in line with the PLC technical model directed by the Head Rowing Coach or Director of Sport.

Key Responsibilities:

Coaching:

- monitor and coach each individual rower to improve their technical skill, physical conditioning and mental skills to improve their rowing performance
- promote PLC sports culture and student commitment to sport
- coach crews according to the PLC Technical Model
- use technical exercises and drills consistent with achieving technical skill and understand the rationale behind the exercises
- regularly assess, monitor and provide feedback to each rower that improves their quality of rowing in each training session
- ensure the coxswain is provided regular instruction and feedback on their performances in training
- provide clear, concise and motivating information to crews prior to races
- provide effective feedback to crews after regattas to improve future race performances
- actively contribute to a positive, enthusiastic and professional coaching culture
- work collaboratively with the other coaches in the Rowing Program to help create coaching team cohesion
- attend and contribute to coaches meetings, as required. Coaches meetings will mainly be held either prior to or after training sessions
- use technology such as video, Speed Coach GPS units and Cox Boxes to assist crews to perform better in training and races
- read and respond in a timely manner to emails from Rowing staff
- ensure all written and verbal communication is courteous, professional, accurate and reflective of the PLC School Values



- attend Coaches meetings and professional development opportunities
- raise any concerns about a student's wellbeing with the Rowing Co-ordinator and Head Coach
- assist the Head Coach and Rowing Co-ordinator to provide and ensure a positive learning environment for all students in the Rowing Program

Risk And Safety:

- while your crew is at rowing activities, they are your responsibility, be aware of where your crew is at all times; never leave crews unattended. Safety responsibilities include:
 - getting the boat on and off the water safely
 - ensuring your crew is properly warmed up before and cooled down thoroughly after each session
 - ensuring that you take a radio or megaphone, helmet and bike when coaching on land. During sessions before sunrise and after sunset a red light on the back and a white light on the front of your bike is required
 - ensuring your boat is fitted with lights before sunrise and after sunset
 - ensuring that your crew all have the correct uniform on including hat, footwear and water bottle
 - the GSV temperature rule that the school follows is 34 degrees. No exercise can be participated in above this temperature
 - ensure that your boat is taken care of and is washed inside and out after each session
 - adhere to all risk management procedures while prioritising the safety and wellbeing of students
 - brief and de-brief your crew after each session
 - provide First Aid when required
 - ensure rowing processes are adhered to on Regatta Days

Organise crew activities at Regattas:

- be available and attend regattas as outlined in the season calendar
- assist with rigging and de-rigging of crew's boat as required
- attend boat loading and unloading as rostered
- ensure your crew has plenty of time for a warmup and warm down
- brief and debrief your crew before and after races
- ensure the crew is in the correct uniform including hat, footwear and water bottle
- ensure your crew has a race plan and are aware of the expectations on them for the regatta

Attend Camps:

- follow the guidelines as recommended by the Rowing Co-ordinator and Head Coach
- follow the training sessions as outlined
- discuss your training sessions with the Head of Rowing
- ensure that school policies and rules are followed at all times
- be aware of where your crew members are at all times on or off the water. Students must let you know if they are going anywhere. If students wish to go anywhere other than organised venues they must be accompanied by an adult



Other Duties:

- as directed by the Head Rowing Coach, Rowing Co-ordinator or Director of Sport
- maintain up-to-date understanding and support of the College's commitments to Child Safety, Health & Safety, and Policy & Compliance

Attendance Requirements:

- pre-season staff training and induction session
- coaching meetings, as required
- weekend regattas, as required
- intensive rowing camp (5 day camp in January)
- the Head of School Girls Regatta
- all prescribed water sessions that correlate to your assigned squad

Key Relationships:

- sports department staff and students

Mandatory Qualifications / Registrations / Certifications:

- current Working with Children Check (Employee), essential
- current Rowing Australia Level 1 Coaching accreditation, essential
- current Marine License, desirable
- current certification, or willingness to obtain certification, through PLC-run programs:
 - Provide First Aid (HLTAID011) and CPR (HLTAID009) certificates
 - Asthma First Aid certificate
 - Anaphylaxis Management certificate
 - MARAMS - Protecting Children - Mandatory Reporting and Other Legal Obligations for Non-Government Schools (or equivalent)

Please note: Staff are required to maintain current certification and compliance training as required

Knowledge, Skills and Experience:

- strong understanding of the key technical elements of a rowing stroke
- experience coaching rowing at school-age level
- demonstrated experience in training, mentoring and developing young people in sport
- ability to stay abreast of current and developing trends in rowing and in school sport generally (i.e. new training techniques and technologies)
- knowledge of adolescent physical, social and emotional development, particularly in relation to school-aged girls
- understanding of inclusive coaching practices and positive athlete wellbeing

Key Attributes:

- a positive, trusted and respected role model for students and staff
- enthusiasm and the ability to motivate and engage students
- excellent interpersonal and communication skills with coaches, students and parents
- ability to work collaboratively as part of a team
- good organisational skills and strong attention to detail



- sound communication skills, displaying sensitivity and discretion
- proven reliability and dependability
- calm under pressure
- a commitment to ongoing professional learning and growth in skills
- willingness to uphold the ethos and values of the school at all times
- commitment to maintain professional boundaries with students at all times

Workplace Health and Safety

PLC is committed to fostering a safe, healthy and respectful environment for all members of the College community. All staff share responsibility for contributing to a positive workplace culture by complying with the College's OHS policies, procedures and practices, taking reasonable care for their own health and safety and that of others, and supporting an environment where wellbeing, safety and respect are valued and prioritised.

Child Protection

PLC is committed to being a Child Safe organisation where the safety, wellbeing and best interests of children and young people are at the centre of all we do. All staff share responsibility for creating and maintaining a child safe culture by complying with applicable child protection legislation and the College's Child Safe policies, procedures and practices. This includes actively supporting student wellbeing, promoting inclusion, respect and empowerment, taking action to keep children and young people safe from harm, and raising any concerns regarding child safety. The College has zero tolerance for child abuse.

Dr Emma Burgess

Principal

June 2026

The purpose of this position description is to provide a general overview of the key responsibilities of the position and is not intended to represent the entirety of the position nor is it intended to be all-inclusive