



Position Description

Position:	Women's Artistic Gymnastics (WAG) Coach
Position Status:	Casual
Classification:	Level 4, in accordance with the Educational Services (Schools) General Staff Award 2020
Reports to:	Head of Gymnastics. 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 learning, care and wellbeing programs. The students' talents and interests are nurtured within a rich curriculum program, as well as through extensive co-curricular offerings.

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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 aims to provide opportunities for all students to participate, compete and excel through an extensive range of sporting experiences. By encouraging sports participation as an integral part of every student's weekly routine, we aim to improve their health, fitness and wellbeing. Sport and Physical activity is vital for mental health and resilience, promoting self confidence and body positivity outcomes for young women.

Through a range of sporting programs and tailored performance pathways, we are committed to enhancing the athletic capabilities of our students, improve their physical skills and provide enjoyment through participating in sport with their peers. Of key importance is that our graduate's value and continue a lifetime of participating in physical activity.

The gymnastics program is a key program in the development and implementation of the PLC Sports Strategy and provides opportunities for students within the school and local community to engage in the gymnastics program.

Position Overview

The Women's Artistic Gymnastics (WAG) Coach is responsible for delivering safe, engaging and developmentally appropriate gymnastics programs that align with the PLC Gymnastics philosophy and the College's commitment to student wellbeing, participation and excellence.

The coach will foster a positive and inclusive learning environment where students are encouraged to develop confidence, physical literacy, movement competence and a lifelong enjoyment of physical activity.

This role requires flexibility to work during school hours and outside of standard school hours, including evenings, weekends, and school holidays as required.

Key Responsibilities:

Examples of duties include but are not limited to:

Coaching

- deliver gymnastics sessions in accordance with PLC Gymnastics curriculum and program plans
- provide safe and effective instruction across a range of gymnastics activities and apparatus'
- modify activities to cater for varying ages, abilities and experience levels
- encourage participation, effort and personal improvement
- support the social, emotional and physical wellbeing of all participants
- promote confidence, resilience, teamwork and sportsmanship
- ensure students are actively engaged and appropriately challenged throughout each session
- create a positive, supportive and inclusive learning environment
- build respectful and professional relationships with students
- apply appropriate spotting techniques within the scope of qualifications and experience
- be prepared to undertake professional development at the recommendation of the Head of Gymnastics
- provide programs and activities that suit all participants in the program
- ensure you are dressed in accordance with college dress code
- actively promote PLC sport culture and support student commitment to sport
- read and respond in a timely manner to emails from Gymnastics 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



Risk and Safety

- proactively identify and address potential safety risks, taking necessary steps to mitigate them
- adhere to all risk management procedures with the safety of students at the forefront
- adhere to the college's sporting philosophy and expectations
- manage any specific student medical conditions manage evacuation procedures in the aquatic environment as required, including prompt recording of all emergency, injury, hazards and incidents
- raise any concerns about a student's wellbeing with the Head of Gymnastics or supervisor
- follow the Gymnastics Operations Processes and Procedures
- follow all College processes for student activities including Duty of Care, child safeguarding and all legislative requirements.

Other Duties

- as directed by the Head of Gymnastics or the Principal
- maintain up-to-date understanding and support of the College's commitments to Child Safety, Health & Safety, and Policy & Compliance

Key Relationships:

- Head of Gymnastics
- Sports Department Staff and Students

Mandatory Qualifications / Registrations / Certifications:

- current Gymnastics Australia WAG Intermediate (or higher) coaching qualification
- current Employee Working With Children Check (WWCC)
- current Provide First Aid (HLTAID011) and CPR (HLTAID009) certificates
- current certification, or willingness to obtain certification, through PLC-run programs:
 - 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:

- experience coaching gymnastics to children and adolescents within a school environment
- demonstrated experience in training, mentoring and developing young people in gymnastics
- Kinder Gym and / or Junior Gymnastics experience, would be well regarded
- ability to stay abreast of current and developing trends in gymnastics (i.e. new training techniques and technologies)
- knowledge of adolescent physical, social and emotional development, particularly in relation to school-aged students
- understanding of inclusive coaching practices and positive athlete wellbeing
- demonstrated ability to coach children and adolescents in a safe and engaging manner
- actively understands and applies knowledge of child safety and wellbeing practices



Key Attributes:

- a positive, trusted and respected role model for students and staff
- enthusiasm and the ability to motivate and engage students
- strong communication and interpersonal skills
- ability to work collaboratively as part of a coaching team and independently as required
- calm under pressure
- possesses a strong work ethic
- displays professionalism and reliability
- clear communication skills, displaying sensitivity and discretion
- ability to adapt and operate effectively in a challenging and changing environment
- 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

September 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