



SUCCESS PROFILE

Sports Coach

Setting your career for success at Geelong Grammar School

ROLE TITLE:		Sports Coach
DIVISION:		Learning, Teaching and Academic Innovation
CAMPUS:		Corio
REPORTS TO:		Head of Sport
DIRECT REPORTS:		Not Applicable
EMPLOYMENT STATUS:	Tenure	Casual
	Hours	As per roster
	Working Weeks	Casual Usually during term time
CLASSIFICATION:		Yet to be Classified

THE ROLE

General Description and Role Purpose

The Sports Coach is responsible for the application of Best Known Practice in the implementation of coaching within a School environment.

Key Responsibilities/Accountabilities

The Sports Coach is responsible for the following tasks:

- Planning and delivery of a coaching programme within the designated sport over the season, including the development of specific training and skill development sessions (pre and in season) to meet desired expectations and outcomes for the sport.
- Providing a match report and analysis to players and the School Communications Office.
- Monitoring student attendance, performance, dress, and effectively communicating and encouraging the expectations of student behaviour.
- Regularly communicating and consulting with the Campus Sports Manager and the Head Coach/Head of Sport (which can be a Teacher in Charge) within the Sports Office regarding the designated sport and, where necessary, with parent support groups, parents and other sports staff and coaches.
- Facilitating positive interactions with students and other internal and external coaches.
- Actively exercising a duty of care and monitoring the welfare of all students involved in the designated sport.
- Through networks and contacts helping promote the designated sport at Geelong Grammar School and actively promoting the values of physical activity.
- Attending all professional development and induction programmes and activities as required including Anaphylaxis Management Accredited Training.

Committed to the rigors of the School's [Light Blueprint](#)



SUCCESS PROFILE

Sports Coach

Setting your career for success at Geelong Grammar School

Out of hours contact/ other role requirements					
- The incumbent may be required to work public holidays which fall during Term time, where the School is operational. - The attendance at School events, such as family day, is encouraged.					
Physical, Environmental and Psychosocial requirements					
PHYSICAL	Expectation	Rarely	Occasional	Frequent	Not Applicable
Mobility	Ability to move around the workplace, including stairs and uneven ground	☐	☐	☒	☐
Mobility Endurance	Hiking across rugged, uneven, steep or slippery terrain, often while carrying a pack	☒	☐	☐	☐
Sitting /Standing	Capacity to sit or stand for extended periods	☐	☒	☐	☐
Manual Handling	Ability to lift/carry items up to ____ kg (role-specific) Loading trailers, including lifting above shoulder height. Pushing/pulling heavy items such as bike trailers, boats, stretchers Setting up and packing down large equipment	☐	☒	☒	☐
Operate Vehicles	Operate vehicles or heavy machinery Drive long distances on both sealed and unsealed roads, often with limited breaks Towing and reversing trailers of various sizes	☒	☐	☐	☐
Work at Heights	Using ladders, scaffolding or other objects	☒	☐	☐	☐
Fine Motor Skills	Use of keyboard, writing instruments, equipment	☒	☐	☐	☐
Visual Capacity	Reading screens, documents, and observing surroundings	☒	☐	☐	☐
Auditory Capacity	Communicating in person/phone, responding to alarms	☐	☐	☒	☐
Water-based Activities	Paddling canoes, kayaks, or rafts Carrying boats and gear around water access points Working in wet environments (eg Rivers or rainy weather)	☐	☐	☒	☐
Fatigue Capacity	Working non-business hours shifts Overnight supervision of students Being on-call Possible sleep disruption	☒	☐	☐	☐
Travel	Off-site travel	☐	☒	☐	☐
ENVIRONMENTAL	Expectation	Rarely	Occasional	Frequent	Not Applicable
Noise Exposure	Working in moderate noisy environments	☒	☐	☐	☐
Workspace Layout	Open-plan or shared workspace	☐	☐	☒	☐
Screen-Based Work	Prolonged computer use	☒	☐	☐	☐



SUCCESS PROFILE

Sports Coach

Setting your career for success at Geelong Grammar School

Biological/Chemical Exposure	Exposure to cleaning agents, laboratory materials (if applicable)	☒	☐	☐	☐
Shift or Extended Hours	Work outside standard hours (if applicable)	☐	☐	☒	☐
Outdoor work	Work in hot, cold, wet conditions	☐	☐	☒	☐
Working alone	Work alone or in isolation	☒	☐	☐	☐
Confined Spaces	Work in confined spaces where only one egress (escape route) exists	☒	☐	☐	☐
PSYCHOSOCIAL	Expectation	Rarely	Occasional	Frequent	Not Applicable
Interpersonal Engagement	Regular interaction with staff, clients, students or stakeholders	☐	☐	☒	☐
Emotional Regulation	Managing conflict, sensitive matters, or distressed individuals	☐	☒	☐	☐
Workload Management	Managing competing priorities and deadlines	☐	☒	☐	☐
Change Adaptability	Responding to operational change	☒	☐	☐	☐
Decision-Making	Exercising judgment within delegated authority	☐	☒	☐	☐
Confidentiality	Handling sensitive or personal information	☒	☐	☐	☐
Autonomy	Working independently with accountability	☒	☐	☐	☐
Resilience	Managing pressure, ambiguity and intensity	☐	☒	☐	☐



SUCCESS PROFILE

Sports Coach

Setting your career for success at Geelong Grammar School

THE PERSON – Key Selection Criteria

Knowledge/Skills/Qualifications | *What you need to KNOW*

Knowledge / Skills:

- Experience in coaching and the implementation of a coaching programme within the designated sport.
- Previous experience in developing the sports skills and experiences of students.
- Excellent communication and motivational skills and a capacity to manage and coordinate sports teams.
- Knowledge and understanding of adolescent development and behaviour relevant to coaching sports teams.
- It is a condition of employment that Coaches must have a current Anaphylaxis Management Accreditation in accordance with Ministerial Order 706 and the School's Anaphylaxis Management Policy (2015). Information regarding Anaphylaxis Management Accreditation requirements, training courses and compulsory briefings scheduled by the School are notified by the Sports Office.
- A relevant coaching qualification and/or extensive experience within the designated sport. (Desirable, not essential)
- Competition experience within the designated sport as an athlete and/or involvement in the development and preparation of sporting teams (Desirable, not essential)

Qualifications:

- Sporting certifications and/or coaching credentials [Desirable]

Experience | *What you HAVE DONE*

- Proven experience in a similar coaching role

Personal Attributes/Attitude | *Who you ARE*

- Courageous
- Curious
- Compassionate
- Civil
- Connected

Competencies | *How you behave and what you CAN DO*

- Open and friendly disposition
- Demonstrates exemplary ethical standards
- Acts with integrity
- Builds positive and professional relationships with staff, students, and parents
- Open to new ideas and approaches
- Collaborates effectively with individuals and teams
- Commits to the development of self and others
- Aligns personal and organisational purpose
- Committed to evidence-based practice (substantiation)



SUCCESS PROFILE

Sports Coach

Setting your career for success at Geelong Grammar School

WORKING AT GGS

- The Success Profile (SP) should be read in conjunction with the School's Ligh Blueprint, individual performance and development plan, employment contract or relevant agreement etc.
- The SP outlines key responsibilities only. Other duties consistent with the position purpose may be expected.
- Geelong Grammar School is committed to the safety of all students and has a zero tolerance of student abuse.
- Geelong Grammar School is committed to providing a safe and healthy environment. All Employees, contractors, students, volunteers, and visitors share a mutual responsibility to adhere to safety guidelines and contribute to this safe environment, in accordance with the *Occupational Health and Safety Act 2004 (Vic)*.
- Employment is conditional upon obtaining a Victorian Working with Children Check (Employment) and a National Police Check, or current VIT registration.
- Where applicable, employment as a Teacher is conditional upon maintaining a current VIT registration (inc. Police Check), proficiency in all of the AITSL Standards, First Aid qualifications and have current Anaphylaxis Management Accreditation in accordance with Ministerial Order 706 and the School's Anaphylaxis Management Policy. Teachers are expected to participate fully in the School's academic, pastoral and co-curricular programmes.
- Geelong Grammar School is committed to experiential learning with and through nature and Creative and Positive Education. Employees are required to attend a Discovering Positive Education training course.



SUCCESS PROFILE

Sports Coach

Setting your career for success at Geelong Grammar School

Reviewed by:	Head of Sport
Approved by:	Director of Student Engagement & Experience
Effective Date:	21 July 2026