



Role Description

Head of Strength and Conditioning

Department/Faculty	Co-curriculum
Reports To	Principal via Director of Co-Curriculum via the Head of Sport
Location	Senior Campus
Type of Employment	The position of Head of Strength and Conditioning is an ongoing, full-time position, and the successful applicant will be required to work 38 hours per week, Monday to Friday, with Saturday work as required by the co-curricular program.
Industrial Instrument	Independent Schools NSW (Professional & Operational Staff) Cooperative Multi-Enterprise Agreement 2025
Classification	Instructional Services Level 5

Saint Ignatius' College Riverview (the College) is a Catholic, Jesuit boarding school for boys from Year 5 to Year 12. Situated on the beautiful Lane Cove River in Sydney NSW, it has an enrolment of over 1600 students. The College is conducted by the Society of Jesus and is part of a worldwide network of Jesuit schools and universities.

Established in 1880, the College is committed to an education for each student that proposes Christ as the model for human life by promoting the spiritual, academic, social, physical and experiential growth of its students.

The educational program at the College is dedicated to the holistic formation of the human person and does so through the pursuit of 'human excellence'. We seek to form, in companionship with parents, young men who are competent, committed, compassionate and with a developed conscience. We seek to form young men who are for and with others.

Role Purpose

The Head of Strength and Conditioning is a member of the Co-curriculum Department, working under the direction of the Head of Sport. Inspired by the Ignatian ideals of companionship and service, the role holds responsibility for the overall leadership and management of the College's Strength and Conditioning (S&C) program, ensuring it is delivered in line with the strategic intent of the Co-curriculum Department and the College's Athletic Development Model.

Working closely with the Head of Sport, Program Coordinators, sport coaches, the Health Centre and PDHPE staff, the Head of Strength and Conditioning leads the S&C staff team, manages the College's training facilities and ensures every student has access to safe, age-appropriate and evidence-based physical preparation that supports both performance and lifelong health.

Role Responsibilities

Program Leadership & Athletic Development

- Lead the implementation of the College's Athletic Development Model, embedding a competency-based, long-term athletic development approach across all year levels and sports.
- Ensure all exercise prescription aligns with the Athletic Development Model and reflects current evidence on training young people.



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- Work with Program Coordinators and sport coaches to understand the physical preparation needs of each sport, and design and deliver sport-specific team and individual programs accordingly.
- Provide appropriate programming for high-performance teams and students, including sports science support (data collection, interpretation and reporting) for sports requiring it.
- Ensure students and sports seeking general fitness opportunities are well catered for, upholding the principle that the S&C program and its facilities are for the use of all Riverview students.
- Facilitate goal setting, screening, testing, programming and exercise prescription for students, and establish a centralised system for storing this data.
- Use screening and testing data to inform programming and injury reduction, communicating relevant information to S&C staff, sport coaches and the Health Centre.
- Work with the Return to Sport Coordinator, College Physiotherapists and external allied health professionals on injury management and rehabilitation facilitation.
- Work with the Director of Co-Curriculum on the strategic direction of the S&C program, regularly reviewing its effectiveness and setting priorities for growth.

Facility Management

- Create and implement the training timetable for the College's S&C facilities, including the Gartlan Centre and Boatshed, ensuring appropriate staff-to-student ratios at all sessions.
- Ensure all equipment is kept in safe working order through regular inspection, maintenance and stocktake, and order equipment through the Director of Co-Curriculum within approved budgets.
- Maintain high standards of hygiene, presentation and conduct within the facilities, including appropriate clothing and footwear.
- Design and deliver an S&C orientation program for students and staff on the safe use of the facilities.
- Risk assess, and ensure safe practice for all sessions, including those conducted outside the College's S&C facilities.
- Explore opportunities to use the facilities outside the student training timetable, including staff wellbeing and fitness initiatives.

Staff Leadership & Development

- Lead, manage and develop the S&C staff team, including permanent and casual staff.
- To work in collaboration with the Head of Sport to coordinate recruitment of new coaches, including interviewing and reference checking.
- To work in collaboration with the People & Engagement Partner on employment and staff onboarding processes.
- To work in collaboration with the Risk and Compliance team in making sure that all coaches are fully compliant before being rostered to work and then ongoing.
- Ensure all S&C staff complete an orientation before commencing work, including WHS requirements, equipment checks and any other requirements.
- Coach and mentor S&C staff through observation, feedback, individual development plans, training and education, and seek professional development opportunities for the team.
- Oversee the performance of S&C staff and follow College performance management processes where necessary.
- In consultation with the Head of Sport, develop and maintain an S&C Staff Handbook setting out all processes, policies and guidelines, and use it in all staff orientations.

Administration & Risk Management

- Use Clipboard and the College's athlete management system to manage the training timetable, student attendance, medical information and incident reporting.
- Complete all risk management requirements in accordance with College policy, Co-curriculum risk management processes and industry standards.



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- Store and manage student data in line with the College's Privacy Policy.
- Produce an annual S&C handbook for students and parents outlining the program.
- Ensure parents and students receive accurate and timely communication about the S&C program through approved College channels, and contribute to College publications as required.
- Keep the Head of Sport informed of all matters relating to the S&C program through regular meetings and communication.

Students & Pastoral Care

- Lead, mentor and inspire students to develop a passion for training and co-curricular involvement, with a focus on teamwork, sportsmanship and personal growth.
- Monitor student wellbeing and training workloads, providing appropriate support when necessary.
- Liaise with the Health Centre and College physiotherapists on student injuries and medical status, and monitor and follow up injury and accident reports.
- Communicate with the relevant pastoral staff regarding student matters.
- Encourage high standards of student dress, punctuality and behaviour in all S&C sessions.
- Support PDHPE classes where required.

Success Criteria

- The College's Athletic Development Model is consistently implemented across year levels and sports, with clear, age-appropriate progressions that support long-term student development.
- Students of all abilities can access safe, inclusive and evidence-based strength and conditioning programs, with participation and engagement monitored to inform ongoing improvement.
- Screening, testing, attendance and training data are recorded accurately and used to guide individual and team programming, workload management and injury reduction strategies.
- Sport-specific and individual programs are responsive to student needs and demonstrate measurable progress in physical competency, performance preparation and training habits.
- Strength and conditioning facilities are safe, well maintained, professionally presented and efficiently timetabled, with appropriate supervision and compliance with College requirements.
- The strength and conditioning staff team is effectively recruited, inducted, deployed and developed, with clear expectations, regular feedback and appropriate professional learning.
- Productive partnerships with the Head of Sport, Program Coordinators, coaches, the Health Centre, PDHPE staff, allied health professionals, students and parents support coordinated student care and program delivery.
- Program communications, handbooks, timetables, risk assessments, incident records and other administrative requirements are accurate, current and completed within required timeframes.
- The effectiveness of the strength and conditioning program is reviewed regularly, with data, feedback and emerging evidence used to set priorities and drive continuous improvement.

Selection Criteria

- Tertiary qualification in Sport and Exercise Science, Human Movement or a related discipline.
- Current ASCA Level 2 accreditation or higher, or an equivalent nationally recognised strength and conditioning qualification.



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- Demonstrated experience designing, delivering and evaluating safe, evidence-based strength and conditioning programs, preferably for young people in a school or comparable environment.
- Strong knowledge of long-term athletic development, age-appropriate training, athlete screening, testing, workload management, injury reduction and return-to-sport principles.
- Proven ability to lead, develop and manage a multidisciplinary team, including permanent and casual staff, through clear expectations, coaching and constructive feedback.
- Demonstrated capability in operational planning, including facility management, timetabling, equipment oversight, risk management and the delivery of programs within approved resources.
- Highly developed communication and relationship-building skills, with the ability to collaborate effectively with students, parents, coaches, College staff and allied health professionals.
- Confidence using athlete management systems and digital platforms to manage attendance, programming, student information, performance data and reporting, with the capacity to learn College systems including Clipboard.
- A student-centred approach and demonstrated commitment to safeguarding, inclusion, professional integrity, confidentiality and the wellbeing and holistic development of young people.
- Commitment to the Catholic and Jesuit character of the College, its mission of forming young people of competence, conscience, compassion and commitment, and ongoing professional learning.

The College

Saint Ignatius' College Riverview was established in 1880 as a Catholic school for boys in the Jesuit tradition. Located within Cammeragal Country, on Sydney's lower north shore, Riverview is a leading independent school, which delivers a holistic education to both day and boarding students from Years 5 to 12.

Saint Ignatius' College aims to transform communities by empowering students and teachers to strive for excellence in all pursuits, underpinned by a deepening experience of faith in action.

Saint Ignatius' College Riverview acknowledges the Cammeragal people who are the Traditional Custodians of the land upon which we are privileged to live, learn and teach. We pay our respects to Elders, past and present, and extend that respect to all First Nations people.

As a member of the College Community, you will endeavour to:

- Contribute to the building of positive relationships within the College community.
- Assist in developing effective communication links within the College community.
- Act with professionalism and respect in all activities and duties for the College.
- Contribute to the welcoming atmosphere to those who visit or contact the College.
- Maintain confidentiality in respect of all information relating to the College.
- Support initiatives to grow Christian values and the Jesuit tradition within the College community.
- Give personal witness to Christian values in carrying out daily duties.
- Get involved in the general life of the school and support it formally and informally within and beyond the school.

Safeguarding Children and Young People

Saint Ignatius' College Riverview takes child protection seriously, and as an employee of the College, you are required to meet the behaviour standards outlined in our Child Safeguarding policy and Code of Conduct. You will receive a copy of these documents as part of your onboarding. You can also access a copy of these guidelines on the College website.

Therefore, as a part of your duties and responsibilities, you are also required to:



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- Provide a welcoming and safe environment for children and young people
- Promote the safety and wellbeing of children and young people to whom we provide services
- Ensure that your interactions with children and young people are positive and safe
- Provide adequate care and supervision of children and young people in your charge
- Act as a positive role model for children and young people
- Report any suspicions, concerns, allegations or disclosures of alleged abuse to management
- Participate in Child Protection training and education as appropriate
- Maintain valid working with children documentation
- Undergo periodic national criminal history record checks
- Report to management any criminal charges or convictions you receive during your employment that may indicate a possible risk to children and young people.

Work Health and Safety (WHS)

Actively support and contribute to the maintenance and development of a safe working environment by:

- Identifying and reporting incidents/hazards/injuries (and reacting appropriately to potential hazards).
- Participating in WHS training and education as appropriate.
- Engaging with College policies and procedures around WHS.
- Work safely and report any hazards in accordance with College procedures.
- Monitor and take full care of the health and safety of others.