



POSITION DESCRIPTION

Title: Casual Rowing Assistant
Reports to: Principal, through the Head of Rowing
Date: June 2019

Reflecting the ideals and values of FCJ education, Genazzano FCJ College aims to promote the spiritual, moral and academic formation of its students. The Vision and Mission Statement describes the Genazzano graduate as a young woman with a passion for life, a love of learning and the courage and confidence to lead and serve others. It also identifies an excellent academic program, a quality religious education program, an intensive co-curriculum and an active engagement with issues of social justice as the means by which this vision can be achieved.

EXPECTATIONS OF STAFF IN A CHILD SAFE SCHOOL

Genazzano FCJ College is committed to creating and maintaining a child safe environment in which all students, including Aboriginal children and students with a disability, feel safe and are safe. Our College actively promotes the safety and wellbeing of all students and all staff members are committed to protecting students from abuse or harm in the College environment, in accordance with their legal obligations including child safe standards. A condition of employment is that staff are deemed to be persons suitable to work with children. Genazzano FCJ College has a *Child Safe Policy* and a *Child Safety Code of Conduct*. All staff members of the school are subject to and expected to comply with the *Child Safe Policy* and the *Child Safety Code of Conduct*.

POSITION PURPOSE

The Genazzano Rowing program provides rowing to students in Years 8 to 12 and exposes them to state and national level competition. Every aspect of the program is directed to providing students with the greatest opportunity to grow and develop as strong, confident young women.

POSITION OBJECTIVE

The role of a Casual Rowing Assistant is to assist in delivering the Genazzano FCJ College Rowing program.

KEY RESPONSIBILITIES

- Coach / assist in coaching the Junior, Intermediate or Senior rowing crews
- Implement training plans on water / land as directed by Head of Rowing and relevant Rowing Coordinator
- Follow procedures for selection of crews, liaising with Head of Rowing
- Understand and follow Genazzano's rowing program protocols in regard to equipment, facilities and uniform
- Participate in professional development training activities as required
- Attend at all training, camps and regattas as directed by the Head of Rowing
- Promote a positive rowing culture that is reflective of the College's values
- Other rowing related duties as directed by the Head of Rowing or Director of Sport.

SKILL AND EXPERIENCE REQUIRED

- Strong knowledge and understanding of the sculling stroke and ability to articulate it to others
- NCAS Level 1 accreditation
- Working With Children Check
- National Police Check
- Marine licence
- Level 2, First Aid accreditation
- Bus Licence (preferred, not essential)
- Rowing trailer towing experience (preferred, not essential)

ADDITIONAL INFORMATION

The Junior (Years 8/9) and Intermediate (Years 9/10) students train from Genazzano/Xavier rowing sheds in Hawthorn and the Senior students train at the Footscray City Rowing Club. Land training sessions are held at the College Gym.

It is expected that Rowing Assistants attend all training sessions, camps, scheduled regattas, professional development activities, rowing program functions and rowing meetings.

ACCOUNTABILITY & EXTENT OF AUTHORITY

- The Casual Rowing Assistant is accountable to the Principal through the Head of Rowing.
- For implementation of Child Safe Standards, this position is accountable to the Deputy Principal – Child Safe Officer
- The position must ensure that it operates in accordance with the specific objectives, policies and strategies determined for the effective management of the College's resources and ensure decisions made by the position are subject to review by the Head of Rowing.

CONDITIONS OF EMPLOYMENT

- Employed in accordance with terms and conditions of Educational Services (Schools) General Staff Award 2010
- The incumbent will require a Working with Children Check and National Police Record Certificate

