



POSITION DESCRIPTION

JUNIOR & ASSISTANT SPORTS COACH (Level 2.1)

POSITION OBJECTIVES

The Junior and Assistant Sports Coach is responsible for assisting students to improve the way they play and practise their sport to further enrich their lives at the College.

KEY RESPONSIBILITIES

Leadership	<ul style="list-style-type: none"> • Be responsible for the achievement of the College vision and goals • Contribute to establishing and maintaining a supportive school environment • Report any breaches of the College behavior guidelines to the Teacher In Charge • Encourage a sense of belonging for students • Have a broad knowledge of the life of the College, detailed awareness of individual boys and a willingness to give of oneself rather than simply giving of one's time • Manage and uphold the St Kevin's image and brand with an emphasis on punctuality, appropriate language, personal appearance and consideration towards others
Coaching	<ul style="list-style-type: none"> • Support the senior coaches in providing mentoring and expertise to students • Assist in the development of training plans • Assist in equipment preparation for training sessions and games • Ensure all students are aware of training times, training expectations, game schedules • Promote a healthy and balanced commitment to College activities • Monitor the progress and wellbeing of all students • Attend scheduled events/ camps and other activities as directed • Follow the program and direction as instructed by the TIC, Head Coach or Dean of Sport.
Health and safety	<ul style="list-style-type: none"> • Understand the health and safety risks of the sport and manage accordingly • Provide a safe practise and playing environment for all students • Ensure all student medical information records and required medications are known and maintained
Administration	<ul style="list-style-type: none"> • Maintain accurate attendance records of training and games • Ensure all reporting of results, team selections and incidents are completed accurately and in-line with College procedures.
Relationship management	<ul style="list-style-type: none"> • Work co-operatively with all other coaches, College staff, parents and students • Encourage a sense of team
Child Safety	<ul style="list-style-type: none"> • Be familiar with and comply with the College's child-safe policy and code of conduct, and any other policies or procedures relating to child safety • Assist in the provision of a child-safe environment for students • Demonstrate duty of care to students in relation to their physical and mental wellbeing
Professional development	<ul style="list-style-type: none"> • Commit to ongoing professional development in your sport
General Duties	<ul style="list-style-type: none"> • Abide by the EREA Code of Conduct • Contribute to a healthy and safe work environment for yourself and others and comply with all safe work policies and procedures • Other duties as directed by the Teacher In Charge

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- The College reserves the right to alter this position description as required to reflect emerging priorities

SELECTION CRITERIA

Commitment to Catholic Education	<ul style="list-style-type: none">• A demonstrated understanding of the ethos of a Catholic school and its mission• A demonstrated understanding of the mission and vision of the College
Education and Experience	<p>Essential:</p> <ul style="list-style-type: none">• Proven and/or demonstrated sporting experience competing at school/community level• Level 2 First Aid Certificate including CPR and anaphylaxis• Child safe mandatory reporting certificate• Must hold, or be able to acquire a Working with Children Check Card and willing to undergo a National Police Record Check• Ability to work flexible hours and travel to games as required• Victorian drivers licence <p>Desirable other:</p> <ul style="list-style-type: none">• Community Coaching General Principles certificate• Sport specific level 1 (or equivalent) qualifications
Skills and Attributes	<ul style="list-style-type: none">• Passionate about working with children and providing a learning environment through sport that enriches the lives and welfare of the students• Excellent communication and engagement skills• Highly organized and punctual• Energetic, action orientated, adaptive and self-motivated•