

## POSITION DESCRIPTION

**Title:** Assistant Sport Coach  
**Reports to:** Director of Sport  
**Date:** June 2024

### About Genazzano

At Genazzano FCJ College, we're on a mission... to fuse the wisdom gained from over 130 years of educating girls, with the best techniques and practices of contemporary learning. Together, it redefines individual academic success and creates a distinctive opportunity to equip girls for a future we cannot imagine – but are privileged to guide them to.

From the co-educational Early Learning Centre (3- and 4-year-olds) to the specialist girls' pathways from Preparatory to Year 12, Genazzano is on a relentless quest to unlock the potential of every student as they uncover their personal excellence and fuel their aspirations. To do this, our professional environment at Genazzano emphasises innovation, the importance of lifelong learning and quality relationships between staff, students and parents.

Our Catholic faith and educational expertise energise us to prepare our students for a future where the keys to success will be very different to that of the past. For this reason, we unapologetically coach our students outside their comfort zone and challenge them to think critically about the world they'll inherit. This commitment extends beyond the classroom. We believe in nurturing not just their minds but also their hearts and spirits. Hope, courage, and a profound sense of community are the pillars upon which Genazzano FCJ stands.

As a future-oriented community, with a distinctive learning culture and a heart for humanity, we value reflection, excellence, wisdom, and service to empower our students and staff to transform the world around them.

### 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 and Torres Strait Islander 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

To supervise and improve each student's physical, technical and strategic skills in their respective sport. Be responsible for the welfare and safety of all students in attendance at games, competitions and camps.

### **Key Responsibility Areas**

The duties relative to this position include:

- To develop students basic principles, skills and techniques in their respective sport
- To encourage and reward students in all their endeavours to improve
- To encourage students to be independent and to show initiative whilst working as a team
- To foster a positive sense of sportsmanship with all students and at all competitions
- To adhere to the College Code of Conduct and Code of Professional Practice
- To set clear expectations and to refer any disciplinary issues to the Director of Sport
- To report any student illnesses, injuries or possible injuries to the Director of Sport
- To advise the Director of Sport of any potential dangers/problems relating to student wellbeing
- Ensure students wear the full and correct College sports uniform
- Instil in students a sense of responsibility, respect and appreciation for specialist and general sporting equipment (including uniform)
- Advise the Director of Sport of any damage to equipment
- To be punctual in attendance at sessions and be prepared for the students upon arrival
- To advise the Director of Sport or Sports Office if unable to attend work
- To make a sustained effort to maintain and improve specialist sporting knowledge

### **Accountability & Extent of Authority**

The Casual Sports Assistant is accountable to the Director of Sport 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 Director of Sport.

### **Skills and Experience Required**

- Hold a current Working with Children Clearance card
- Hold a current National Police Record Certificate
- Hold a current Level 2 First Aid Certificate
- Hold a current 22099 VIC Anaphylaxis Certificate
- Have CPR certification
- Have Australian Sports Commission Community Coaching: General Principles Certificate

### **Conditions of Employment**

The incumbent will require a Working with Children Check and National Police Record Certificate.

Adhere to all College Policies and Codes of Conduct.