



Hunter Valley
Grammar School



Position Description

Position Title	Sports Coach - Casual
School/Faculty	Junior and Senior School (Years K-12)
Reports To	Relevant Teacher in Charge
Award	Educational Services (Schools) General Staff Award 2020
Classification	Instructional Services
Date Last Reviewed	2 May 2023

POSITION DETAILS

The Sports Coach is directly responsible to the Teacher in Charge (TIC). The Sports Coach will assist in providing quality coaching to the students of Hunter Valley Grammar School with respect to their specific sports specialisation. The Sports Coach will support the TIC of the particular sport in the overall success of the program.

CORE EXPECTATIONS & KEY ACCOUNTABILITIES

Key Responsibilities

- Commitment to the development of a child safe and supportive environment at all times.
- Assist in conducting trials for team selection based on the HVGS team selection process in conjunction with the TIC.
- Attend and coordinate training sessions which are organised, instructional, and enjoyable for the students.
- Provide appropriate coaching in fitness, teamwork, and skills.
- Submit the name of the Most Valuable Player (if competition is appropriate) to the TIC at the completion of the competition.
- Manage equipment and report any damage or loss to TIC.
- Return all equipment to the TIC at the end of the season. Coaches are to collect any school issued equipment immediately after the last game.
- At home games take responsibility for dismantling the field and securing equipment.
- Complete team sheets at the venue and supply gameday results to the TIC.
- To insist on and demonstrate acceptable standards of dress, behaviour, and sportsmanship, always.
- Report and record injury of any student. A HVGS online accident report must be completed following any injury to a student who requires medical attention. Non-teaching coaches are to seek support from TIC to do so.
- Make recommendation for students to receive a sporting commendation.
- Other requirements will apply to various competitions eg HRIS and knock outs etc.

Student Management

- Instruction of athletes in prescribed technical model.
- Instruction of athletes in physical/mental preparation for training and competition.
- Ensure students are adhering to Program Values and School Behaviour Guidelines.
- Ensure appropriate and effective student management at training sessions.
- Document student's attendance at training and training practices.

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- Report breaches of the Player Code of Conduct to the Ground Official, as well as inform TIC of any HVGS student breaching the code.

Child Safety

- Responsible for understanding and applying the Schools Child Safety Policies and Procedures, including identifying and reporting risks, identifying child abuse indicators, management of disclosures, and internal and external reporting obligation.
- Where students are under their care, taking all practicable measures to protect students where a risk to their safety has been identified.

POSITION DIMENSIONS

Significant Working Relationships:

- Relevant TIC.
- Director of Sport (junior and senior school).
- Head of Co-Curriculum.
- Other coaching staff of various sports.

SELECTION CRITERIA

The successful applicant will possess the following:

- Excellent communication skills, both written and verbal, and an innate ability to converse respectfully and kindly with parents, children, and teachers.
- Ability to build and maintain positive relationships with a diverse range of people.
- Ability to work in a dynamic team environment.
- Ability to provide support to a small group or individual students in basic skills as required.
- Ability to motivate children to participate in unfamiliar or challenging academic activities.
- Ability to redirect students into appropriate behaviours during activities.
- Ability to maintain strict confidentiality at all times.
- Ability to maintain safe work practices.

Qualifications

- Required - Working with Children Check.
- Required – Current First Aid certificate.
- As a minimum all non-teaching coaches are required to complete a Community Coaching General Principles (CCGP) <https://www.sportaus.gov.au/coaching/course>
- Sport specific coaching qualifications are highly desirable.

SUBMITTING AN APPLICATION



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How to apply

If you are interested in applying for this role, please apply directly through SEEK and include a Covering Letter addressing the selection criteria as well as your Resume.

Inquiries regarding this position may be directed to hr@hvgs.nsw.edu.au

- HVGS is an equal opportunity employer.
- All staff must have a current Working with Children Check.