



Position Description

Sports Coach

OMNIA SUPERAT DILIGENTIA

DILIGENCE OVERCOMES ALL

OUR SCHOOL MOTTO SINCE 1892

Ipswich Girls' Grammar School including Ipswich Junior Grammar School offers high quality, non-denominational education for girls only from Years 7 to 12, with boarding available from Year 5, and coeducation from Kindergarten to Year 6. We pride ourselves on providing a personalised, holistic education with a focus on academic excellence.

Our Focus

Confident, well-educated

Our Vision

Ipswich Girls' Grammar School inspires girls to become confident, well-educated young women. Ipswich Junior Grammar School nurtures young learners to become future leaders.

Our Mission

Shaped by our proud history and traditions and focused on academic excellence, our school aims to provide a personalised, holistic education by expert staff in engaging learning environments.

Our Aspiration

By 2022, our school aims to be an outstanding* school known for its holistic education and students' excellent academic outcomes with an enrolment in excess of 1000 students from Early Learning to Year 12.

(*Outstanding - as defined by the National School Improvement Tool)

Our Values

- **Diligence** - Staying focused until the job is done.
- **Excellence** - Striving to achieve the highest standards possible.
- **Respect** - Acknowledging the worth of every person and what matters to each one.
- **Integrity** - Constantly demonstrating high moral and ethical standards.
- **Care** - Attending with kindness, compassion and sensitivity to the needs of others.

Location

Address:	82 Chermside Road EAST IPSWICH QLD 4305
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Website:	http://www.iggs.qld.edu.au

THE ROLE	
Position Title:	Team Sports Coach
Department:	Secondary Sport Department
Reports to:	Relevant Heads of Sport, Sports Coordinator
Classification:	Instructional Services, Education Services (Schools) General Staff Award 2010

Typical Duties/Skills

- Setting up equipment
- Roll marking
- Running training session
- Packing sports equipment away
- Waiting for all students to be collected or depart training area

Your Opportunity

As a sports coach your primary role will be to provide expert training for athletes. You'll be assisting their skills development and ensuring peak performance and fitness are achieved during crucial times, i.e. competitions, tournaments, matches, trials and qualifying events.

Your Role

- Assist the Head of Sport by acting as Coach and strategically planning the training programme.
- Oversee training sessions and matches in accordance with the selection criteria.
- Manage and direct training sessions, utilizing the Coordinator and Head of Sports where appropriate.
- Be punctual and prepared for training sessions.
- Attend all practices and competitions as negotiated with the Head of Sport.
- Liaise with players and the Coordinator in response to:
 - Training sessions;
 - Selection; and
 - Conduct of players and/or teams.
- Provide professional supervision of players at training sessions.
- Attend coach induction session.
- Provide a report on player performance and team organization at the end of season to the relevant sport Coordinator.
- Provide individual, constructive and positive feedback regularly to players to help them improve performances.
- Assess strengths and areas for improvement for each player.
- Ensure students are dressed correctly at all times, according to the Uniform Policy.
- Be a role model for players.
- Provide leadership to the players.
- Develop a training schedule that develops individual and/or team skills and the schedule of the sport.
- Communicate effectively with players, parents (when needed) and Coordinators.
- Understand and respond to the differing needs of players and other coaches.
- Safety is paramount - ensure students are warmed up and cooled down and that training sessions are suited to skill levels.
- Notify the Coordinator and Head of Sport of any worn or damaged equipment.
- Communicate instructions in a clear and concise manner.
- Encourage players to further develop their knowledge and skills.

- Utilize available IT to improve performance and training, where possible.
- Report all incidents to the Coordinator in writing as soon as possible.
- Ensure timesheets are completed in a timely manner (fortnightly).
- Ensure all enquiries are professionally treated in a timely manner.
- Always work at a high level of legal and ethical standards, particularly in relation to issues such as child safety and health and safety requirements.
- Keep an up-to-date and accurate roll at all sessions.
- Accept the decision of referees and umpires in a professional manner, reporting any issues to the Head of Sport.
- Ensure qualifications are current and updated where necessary.

Competency Required

- Familiar with trends in coaching of specific sport and up to date with rules.
- Be the holder of a Working with Children Suitability Card (Blue Card).

Formal Qualifications

- Level 1 Coaching Certificate or equivalent
- Current First Aid and CPR

Authorisation

I hereby agree that this Position Description accurately reflects my work requirements.

Employee

Name

Signature

Date

Human Resources & Compliance Manager

Name

Signature

Date