



Position Description

Director of Coaching - Cricket

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| Position Title: | Director of Coaching – Cricket |
| Direct Supervisor: | Teacher-in-Charge – Cricket |
| Reports To: | Head of Sport |
| Location: | Sports Department |
| Tenure: | Part-time, Fixed-Term |
| Last updated: | October 2018 |

KNOWLEDGE AND SKILL REQUIREMENTS

PRIMARY OBJECTIVES:

The Director of Coaching will initiate and implement a coaching plan for their sport at the College for students from 9 to 18 years of age. Working across the school teams, the position is responsible for developing and co-ordinating the College's Program, in consultation with key stakeholders including the Teacher-in-Charge and Head of Sport. This includes planning and implementing all aspects of the coaching program and establishing and maintaining best practice. The Director of Coaching will mentor, encourage and facilitate representative opportunities for the College's elite players and guide them in making appropriate decisions for post-schooling opportunities.

POSITION SCOPE:

Matthew Flinders Anglican College is looking to improve on the delivery of quality coaching across its already impressive co-curricular sporting program. The College fields a Primary, Middle School and First Xis in a variety of interschool knock out tournaments supplemented by invitational and touring matches. The College's cricket program is complimented by a parent-run Flinders Cricket Club catering for boys and girls aged 7-16 years. The Director of Coaching is a part-time position.

Roles and Responsibilities:

- Development of a coherent sports specific curriculum that supports the progression of players at all abilities;
- Development of a Flinders style of play and culture;
- Education of coaches into the Flinders style of play and culture;
- Effective and high quality communications with parents and stakeholders in the community;
- Managing workloads of elite players, acting as a mentor and advocate to ensure the athlete is balancing their academic and sporting commitments;
- In conjunction with Strength and Conditioning staff and, where appropriate, Physiotherapists, provide high level training programs for high potential players and groups;
- Coach a College team if and when required;
- Advocate for the sport within the College, identifying players and providing opportunities for their introduction to the sport;
- Co-ordinate their sport with the needs of other activities, liaising with other coaches and Teachers-in-Charge on the use of facilities and demands on players;
- Establish a profile within the wider sporting community at a regional level and beyond;
- Establish a strong relationship with Flinders Junior Sporting Clubs where appropriate to enable the implementation of a shared vision and practices for the sport;
- Work with the Teacher-in-Charge to attract suitable external coaches as required by the program; and
- Facilitate appropriate pre-season competitions and touring opportunities.

REPORTING RELATIONSHIPS

- The Director of Coaching is responsible to the Teacher-in-Charge and Head of Sport.
- The Director of Coaching liaises closely with Primary and Secondary students, teachers, coaches, parents and supporters.
- The Director of Coaching is expected to maintain professional and courteous relationships with students, teaching and support staff and colleagues, parents, coaches as well as opposition teams and management and the broader community.
- The Director of Coaching is required to attend matches, training and meetings after hours.

KEY DOMAINS

DOMAIN ONE – SERVICE

Excellent communication and interpersonal skills including the ability to liaise with all members of the community, both internal and external

- Aspires to provide the highest quality service to all members of the College community, both internal and external;
- Positively promotes the College both internally and externally;
- Maintains confidentiality on all issues relating to the College students, staff and other members of the broader community; and
- Treats everyone with respect and equality, whilst being responsive to their needs.

DOMAIN TWO – TECHNICAL SKILLS AND APPLICATION

Demonstrated knowledge and application of the skills required for this position. This includes knowledge and understanding of appropriate equipment, legislation, policies and procedures.

- Demonstrated ability to develop, coordinate and grow a Sports Coaching Program including highly effective communication and interpersonal skills;
- Level 2 or 3 coaching qualifications (or the willingness and ability to attain) with a passion for the game and helping young people grow;
- Ability to facilitate and educate the development of coaches across all age groups;
- Effective networking skills and the ability to maintain positive and productive working relationships;
- Ability to use technology with basic computer skills; and
- Hold a current drivers licence and current Suitability Card (Blue Card) or QCT registration.

DOMAIN THREE – PERSONAL AND PROFESSIONAL DEVELOPMENT

Demonstrated experience and understanding of the need for continuation of both personal and professional development.

- Keeps abreast of current developments in coaching, game management and tactics, player conditioning and welfare;
- Evaluates own performance to identify strengths and areas where professional growth can occur;
- Continually develops both personally and professionally to meet the changing needs of the College, it's community and the education and sporting sector;
- Attends all mandatory training sessions provided by the College and is actively involved in other training and development as required;
- Contributes to the professional development of other staff members; and
- Actively participating in the Performance Development and Review process as required by the College.

DOMAIN FOUR – TEAMWORK AND COMMUNICATION

Demonstrated ability to lead and develop a diverse team or participate as an active member of a team, consistent with the philosophy and policies of the College.

- Embraces the vision of the College;
- Demonstrates a willingness to work positively within a team to achieve team goals;
- Demonstrates and practices effective verbal, non-verbal and written communication;
- Treats all individuals with respect and dignity at all times;
- Establishes effective and cooperative working relationships with all staff and works positively toward achieving team goals and the provision of excellence in education/sport/service delivery;
- Communicates with students in a clear and professional way in order to optimise every student's development and treats all individuals with respect and dignity; and
- Performs other duties as directed by the Head of Sport.

DOMAIN FIVE – CONTINUOUS IMPROVEMENT AND RISK MANAGEMENT

Commitment to ensuring the highest quality services are delivered through continuous improvement activities and appropriate risk management

- Supports the College values, mission, policies, aims and objectives in order to facilitate the smooth functioning and high quality of education and sport within the College;
- Supports College rules in dealings with students at all times;
- Manages risk appropriately, completes risk assessments when required and has specific regard for safety in relation to particular subjects and activities;
- Participates in and contributes to workplace health and safety activities to ensure a safe work environment for staff, students and the College community; and
- Complies with relevant work, health and safety legislation.

DOMAIN SIX – ADMINISTRATION AND DOCUMENTATION

Through the use of organisational processes ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.

- Ensures all documentation is accurate and completed in a professional and timely manner;
- Attends staff meetings including College, sub-school staff meetings and Faculty meetings as appropriate; and
- Continually seeks to improve the sporting program across the College.

Given the dynamic environment in which the College operates, the Principal reserves the right to alter roles and responsibilities of this position to most effectively suit the leadership and management requirements at any point in time.

ACKNOWLEDGEMENT

I have read, understand and agree to undertake the responsibilities and requirements as detailed in this position description.

Name: _____

Signature: _____

Date: _____