SYDNEY GRAMMAR SCHOOL

POSITION DESCRIPTION

Sport Coach • Edgecliff Preparatory School

POSITION TITLE	Sport Coach
SPORTS	Basketball, Cricket, Football (Soccer), Rugby and Tennis
RESPONSIBLE TO	Director of Sport & Co-Curricular
EMPLOYMENT TYPE	Casual
YEAR GROUP	Years 3–6 (Prep School)

ROLE

Sydney Grammar School runs an extensive Co-Curricular Sport programme across all campuses, providing pupils with opportunities to participate in a broad range of sports and develop their skills, confidence and enjoyment of physical activity.

We are seeking enthusiastic, knowledgeable and reliable coaches to join our Prep School Sport programme, with coaching opportunities available across Basketball, Cricket, Football (Soccer), Rugby and Tennis.

We particularly value versatile coaches who are confident working across more than one sport, with opportunities to coach across both our Summer and Winter sporting programmes. A coach may, for example, work within Basketball or Cricket during the Summer season before transitioning into Football or Rugby during Winter.

Our coaches play an important role in the sporting development of our pupils. We are looking for coaches who can teach, engage and inspire, developing strong fundamental skills, confidence, teamwork, sportsmanship and genuine enjoyment of sport.

The role is about more than supervising training sessions and fixtures. Coaches are expected to create positive, purposeful and engaging learning environments, provide appropriate age instruction and help establish strong sporting foundations for lifelong participation.

This is an opportunity to work within a well-resourced sporting programme, collaborate with experienced staff and coaches, and continue developing your own coaching practice.

The Coach is engaged to provide coaching, training and instruction in proficient play in Sport. This includes, without limitation, warm-ups, cool-downs, instruction in game strategy, tactics, rules and safe play, skill development, drills, practice routines and game-based activities.

SELECTION CRITERIA

We are looking for enthusiastic and reliable coaches who are passionate about helping young pupils develop their skills, confidence and enjoyment of sport.

- Coaching and/or playing experience in Basketball, Cricket, Football (Soccer), Rugby and/or Tennis.
- A positive, patient and encouraging coaching style suited to primary aged pupils.
- The ability to plan and deliver engaging, purposeful and age-appropriate training sessions.
- A sound understanding of fundamental skill development and the ability to communicate technical concepts clearly and simply.
- Strong communication, organisation and interpersonal skills.
- Reliability, professionalism and the ability to work collaboratively as part of a broader coaching team.
- The ability to adapt coaching methods to suit different ages, abilities and levels of sporting experience.
- A willingness to receive feedback, continue developing as a coach and participate in professional development opportunities.

Relevant coaching qualifications are highly regarded, however, applicants with demonstrated coaching and/or playing experience are also encouraged to apply.

We particularly value versatile coaches who are confident working across more than one sport, with opportunities available across both our Summer and Winter sporting programmes.

DUTIES AND RESPONSIBILITIES

Coaching and Pupil Development

- Plan and deliver engaging, purposeful and age-appropriate training sessions that develop fundamental skills, game understanding and confidence.
- Create a positive and inclusive coaching environment where pupils are appropriately challenged, supported and encouraged to improve.
- Provide clear instruction, demonstrations and constructive feedback to assist individual and team development.
- Adapt coaching methods and activities to suit different ages, abilities and levels of sporting experience.
- Develop pupils' understanding of game strategy, tactics, rules, teamwork and safe play.
- Foster a genuine enjoyment of sport while promoting sportsmanship, respect, teamwork and positive behaviour.
- Analyse individual and team performance and identify areas for continued development.
- Encourage pupils to take increasing responsibility for their learning, effort and development.

Training and Fixtures

- Attend and coach scheduled training sessions during the School's sporting programme, including Monday and Thursday training sessions where required.
- Attend and coach allocated Saturday fixtures throughout the relevant sporting season.
- Assist with holiday training camps, sporting tours and other School sporting activities where required.
- Arrive punctually and appropriately prepared for all training sessions and fixtures.
- Provide appropriate warm-ups, skill development, game-based activities and cool-downs as required.

Planning and Communication

- Prepare appropriate session plans that align with the objectives and expectations of the relevant sporting programme.
- Communicate effectively with the Master-in-Charge, Director of Sport & Co-Curricular and other coaching staff.
- Provide ongoing feedback regarding pupil development, team progress and any areas requiring attention.
- Complete team lists, selections, match reports and other required documentation accurately and within the required timeframe.
- Report injuries, incidents, behavioural concerns or other significant matters promptly and in accordance with School procedures.

Professional Responsibilities

- Work collaboratively with the Master-in-Charge, Director of Sport & Co-Curricular and other coaches to provide a consistent and high-quality sporting experience for pupils.
- Be receptive to feedback and actively contribute to a positive and collaborative coaching culture.
- Participate in relevant professional development, coach education and mentoring opportunities provided or supported by the School.
- Demonstrate flexibility and, where appropriate, assist with additional teams, sessions or sports.
- Follow the reasonable direction of the Master-in-Charge and Director of Sport & Co-Curricular and contribute positively to the broader School Sport programme.

PROFESSIONAL STANDARDS

All coaches are expected to represent Sydney Grammar School professionally and contribute positively to the culture of the School and its Sport programme.

- Be punctual, appropriately presented and prepared for all training sessions, fixtures and School sporting activities.
- Wear the designated School sports uniform and maintain professional standards of language and behaviour at all times.
- Treat pupils, staff, parents, officials, opposition teams and fellow coaches with courtesy and respect.
- Establish positive and appropriate relationships with pupils while maintaining clear professional boundaries.
- Set high expectations while ensuring that pressure placed on pupils remains appropriate to their age and stage of development.
- Model and reinforce the standards of respect, sportsmanship, teamwork and behaviour expected by the School.
- Address and report significant behavioural or conduct concerns through the appropriate School channels.
- Devote their full attention to the supervision, safety and development of pupils throughout training sessions and fixtures.

CHILD SAFETY, HEALTH AND COMPLIANCE

The safety and wellbeing of pupils is a paramount responsibility of every coach.

- Maintain appropriate supervision of pupils at all times.
- Respond appropriately to pupils who are injured, unwell or distressed and follow the School's established reporting and escalation procedures.
- Report all injuries, incidents and significant safety concerns promptly and accurately.
- Comply with Sydney Grammar School policies and procedures, including Child Protection, Work Health and Safety requirements and the Sport Coach Handbook.
- Follow the reasonable directions of the Master-in-Charge, Director of Sport & Co-Curricular and other authorised School staff.
- Hold and maintain a current Working With Children Check (WWCC) as required.
- Hold and maintain current First Aid and CPR certification as required by the School.
- At all times act in a manner consistent with the best interests, safety and wellbeing of pupils and the School.