

POSITION DESCRIPTION

Junior Lead Coach - Rowing



Loreto
COLLEGE BALLARAT | EST. 1875

Loreto College is a Catholic secondary school for girls in the tradition of Mary Ward with a current enrolment of 950 students.

Loreto College Ballarat was the first of the Loreto Schools in Australia, established by Mother Gonzaga Barry in 1875. It is our vision, as a Loreto school, to offer a Catholic education which liberates, empowers and motivates students to use their individual gifts with confidence, creativity and generosity in loving and responsible service. The five pillars of a Loreto education are those of Freedom, Justice, Sincerity, Verity and Felicity. Loreto College has its foundation in the gospel of Jesus Christ and is proud to be part of and contribute to the larger Catholic community. Religious affiliation is not a condition of employment; however, applicants must be aware of and in sympathy with, the College's religious aims as a Catholic school.

Loreto College Ballarat is an organisation committed to Child Protection and to the implementation of Childsafe policies and practices.

Position Summary

The Junior Lead Coach - Rowing is a part time casual position, employed specifically to support the Rowing Program which is an integral part of the College's overall sporting program. Loreto College has a young and vibrant rowing club. The Junior Lead Coach Rowing is responsible to the Principal through the Head of Rowing, as well as the Deputy Principal.

Supervision, direction and motivation of coaching staff is an essential element of the role, as is the need to always have the program operating with the College's and the students' best interests in mind, and always within the framework of the Loreto Mission.

In carrying out their duties, the Junior Lead Coach - Rowing should always be consistent in supporting the College's vision and ethos by demonstrating a concern for the wellbeing and development of each student, and by ensuring the students exhibit a suitable standard of behaviour, effort and presentation. Loreto College is an organisation committed to Child Protection and to the implementation of Child Safe policies and procedures. All staff are required to ensure that they regularly familiarize themselves with all Child Protection Policies and Staff Code of Conduct.

The hours of duty for the position will vary from term to term based upon the Rowing Season and demands of training, regattas and camps. These hours will be negotiated with the Head of Rowing and as a guide, the position would involve approximately 8 hours per week before and after school hours (Monday to Friday) during Terms 3, 4 and 1, and up to 15 days, normally weekends, for camps and regattas- spread across the season from Term 3 through to Term 1 (including a January rowing camp of up to 4 days).

Key Responsibilities

- Attend and support all Rowing Committee fundraising and community activities.
- Together with the Head of Rowing, lead the operational and support components of the Junior program including implementing all aspects of the training schedule and be present at all land and water trainings.
- Behave in a professional manner in all dealings with students, parents and staff.
- Publicly support the ethos and charism of the College.
- Implement College conduct and behaviour expectations including uniform, punctuality and presentation.
- Assist the Head of Rowing and Rowing Program Administrator with organising and implementing the rowing program for each active rowing Term to provide all students in the program with the opportunity to row, whilst still maintaining the competitive focus of the sport and complying with number limitations set by the College.
- Together with the Head Coach plan and organise the recruitment and try out process for all new Junior students to start in Week 2 of Term 3. Assist the Head of rowing with all land based training sessions for returning Junior students starting in Week 3 of Term 3.

- Coach a Year 9 crew for duration of the season.
- Lead the selection of Year 9 crews in consultation with head coach and coaching staff according to the guidelines for the maximum numbers set by the College.
- Ensure that students are respectful and courteous when representing the College at training, competitions and gatherings.
- Assist in the implementation and delivery of the land based training for the Junior students, with the assistance of the Sport and PE departments
- Effectively communicate with students consistent with school policy.
- Ensure that the program guidelines and coaching focus implemented by the Head Coach are being followed.
- Assist the Head Coach and Program Administrator to organise training schedules, and rosters for the coaches to ensure every crew has a coach at training sessions.
- Ensure the coaches are well briefed for regatta organisation. Ensure that there is a procedure for coaches to attend regattas or find a replacement.
- Assist coaches with technical development and together with the Head of Rowing and encourage coaches to continue with professional development in the area of coaching.
- Provide appropriate mentoring for other Junior coaches including leading appropriate behaviour around students consistent with school values.
- Share the responsibility for overall supervision of all Junior crews.
- Observe and record the progress of all Junior crews and in consultation with the Head of Rowing to provide feedback on performance.
- Keep a record of any damage to report to the Head of Rowing for maintenance and repair of all rowing equipment.
- Assist in the loading and unloading of the boat trailer for Junior regattas.
- Assist the Head of Rowing and Rowing Administrator in the organisation and planning of the Intermediate Rowing Camp and Training Days.
- Assist in the running of the Intermediate Rowing Camp, with attendance at all days of rowing camp.
- Take an active part in planning for the season training plans and week to week schedule by attending regular meetings with Head of Rowing and Intermediate Lead Coach - Rowing.
- Contribute as required to the Rowing Dinner.
- Meet regularly with the Head of Rowing and other Head Coaches – Rowing and the Rowing Program Administrator.
- Other duties as directed by the Head of Rowing and/or the Deputy Principal.

The Junior Lead Coach - Rowing will maintain open lines of communication with the following:

- Head of Rowing
- Rowing Program Administrator
- The Principal through the Deputy Principal
- The Loreto College Ballarat Rowing Club Committee (Friends of Rowing)
- Coaches
- Parents
- Students

Shared Responsibilities

Mission and Ethos

- Have a commitment to, and a clear understanding of the ethos of a Catholic School and the Loreto charism of Mary Ward.
- Support the Catholic ethos by taking part in staff and student prayer, retreats, social justice activities and voluntary service.
- Role model Christian values in all dealings with students, staff and parents.
- Maintain confidentiality at all times and demonstrate high professional standards within the College and community.
- Provide consistent public support both within and outside the College for school-wide policies, initiatives and strategic plans.
- Take reasonable care for their own health and safety and for the health and safety of others who may be affected by their acts or omissions and cooperate with anything Loreto College does to comply with OHS requirements.

Child Safety

- Have a clear understanding of Ministerial Order 1359 on Child Safety as it relates to the College's Code of Conduct, policies, procedures and practice.
- Be familiar with and comply with the College's child-safe policy and code of conduct, and any other policies or procedures relating to child safety.
- Provide students with a child-safe environment.
- Uphold a zero-tolerance attitude towards child abuse.
- Ensure cultural safety for Aboriginal and Torres Strait Islander children and children from culturally and/or linguistically diverse backgrounds.
- Provide a safe and accessible environment for children with a disability.
- Implement strategies that promote a healthy and positive learning environment.

Key Selection Criteria

The criteria listed below will inform the selection process:

- Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety
- Assist in the provision of a child-safe environment for students
- Demonstrate duty of care to students in relation to their physical and mental wellbeing
- Experience working with children
- A demonstrated understanding of child safety
- A demonstrated understanding of appropriate behaviours when engaging with children
- Demonstrated interest in the empowerment of young people.
- Willingness to develop or implement programs or activities that focus on the wellbeing, empowerment, and overall development of young people.
- Demonstrated commitment to on-going improvement in practice.
- Ability to work as a dynamic team leader and coaching team member.
- Experience/background in the sport of Rowing.
- At least 3 years experience at leading a team of coaches and coaching a squad of students.
- Excellent communication and interpersonal skills.
- Excellent organisational and administrative skills.
- Level 2 rowing Victoria Coach accreditation.
- Minimum of Level 3 First Aid and Anaphylaxis and Asthma training.
- Certificate IV Training and assessment or capacity to deliver first aid, CPR, Anaphylaxis and Asthma training is desirable.
- The successful applicant must hold or be willing to acquire a Working with Children Check card and a National Police Record Check before employment.
- Marine boat license essential.