

Position Description



Position Title	Gymnastics Coach
Agreement/Award	Y Whittlesea Enterprise Agreement 2024
Classification	CR 1 – CR1.2
Employment Status	As per employment contract
Division/Department	Recreation
Direct Reports	Nil
Reports to	Director

POSITION SUMMARY

As a Gymnastics Coach you will be responsible for providing coaching experiences for children in the Y Gymnastics Program. The Gymnastics Coach will enjoy working in a team-based work environment and will have a genuine concern for and interest in the wellbeing and educational needs of children. You will plan and deliver challenging and developmentally appropriate gymnastics programs for children.

Y Whittlesea Gymnastics Coaching Programs will follow the philosophy of programming to deliver opportunities for children to grow in body, mind and spirit. Our coaching strategies encompass a strength-based approach to children's development.

DUTIES AND RESPONSIBILITIES

Deliverables of the role – Beginner Gymnastics Coach (CR 1)

- Work under direct supervision either individually or in a team environment and accept and apply direction from supervisors.
- Assist in the delivery of lesson plans, combining skill development with fun, physical activity and enhancing the developmental assets aspect of Y programs.

Deliverables of the role – Intermediate Gymnastics Coach (CR 1.2)

- Construct and ensure thorough preparation by implementing lesson plans that promote group teaching methods, combining skill development with fun, physical activity and enhancing the developmental assets aspect of Y programs.
- Plan and deliver term plans and assist other coaches with their planning.
- Keep abreast of new and innovate teaching techniques and share learnings with team members.
- Assess and upgrade children through grades as necessary following assessment week.
- Provide supervision and guidance to Beginner Coaches.

General deliverables of the role

- Display a commitment and understanding of the Y philosophy in relation to gymnastic programs and educational and teaching standards.
- Instruct and interact with children and guardians providing effective direction, feedback and support.
- Display interest, enthusiasm, patience, respect and innovation to students and peers.
- Liaise with other coaches regarding equipment usage and allocation of class area.
- Challenge and develop student's values and attitudes.
- Ensure all gymnastics classes have an appropriate warm up, structured session and cool down.
- Participate and lead group warm up/cool down activities as part of a team where appropriate.
- Cooperate with other coaches to ensure smooth rotations from one apparatus to the next.
- Perform other duties as required and comply with reasonable directions
- Monitor students to prevent accidents and injuries.
- Create a welcoming atmosphere by engaging with members of the public, staff and volunteers in a friendly and helpful manner.

Reviewed by	Human Resources	Review Date	12/09/2024
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Position Description



- Interact and set clear boundaries and expectations for children in safe and respectful manner.
- Ensure that the gymnastics area is kept clean and tidy.
- Identify and report potential issues in relation to breach of policy with OHS, Safeguarding Children and Young People, and Privacy.

KEY PERFORMANCE INDICATORS

KPI	Reference	KPI	Reference
Reliability	Consistency in roster commitment and attending shifts	Quality of lesson	Effectiveness in planning and organising lessons and attending professional development opportunities
Communication	Strong and effective communication with parents/students achieved	Compliance	Adhere to health and safety and promote a safe environment Adhere to Y-MAC compliance
Customer Satisfaction	Increase customer satisfaction levels and positive feedback		

CAPABILITIES & ATTRIBUTES

- Ability to work under routine supervision and guidance
- Ability to exercise initiative and judgement in the performance of your duties
- Excellent verbal communication skills with the ability to develop positive relationships with students, members, and participants
- Can solve predictable problems as per organisation policy and procedure
- Will accept direction and leadership from the coach in charge and leadership team
- Ability to prepare lesson plans
- A positive, enthusiastic personality and strong team work ethic

KEY SELECTION CRITERIA

Qualifications (pre-employment conditions)

- Intermediate Level Coaching Accreditation with Gymnastics Victoria or equivalent
- Gymnastics Victoria Supervisors Online Course
- NDIS Worker Screening Check (if working in a risk assessed role)
- Current Employee Working with Children Check and National Police Check
- Completion of the Y's Safeguarding Online training and NDIS Worker Orientation Module

Knowledge and Experience

- Prior experience in a similar position is desirable

CONDITIONS OF EMPLOYMENT

- May be required to comply with any mandated vaccination requirements as amended from time to time.
- Maintaining mandatory qualifications/requirements.
- Completion of induction as required (within first six weeks of employment)
- Comply with our [Safeguarding and Licensing Framework standards and our NDIS Practice Standards](#)
- Be able to work a flexible roster, including early mornings, nights and weekends if required.
- Attendance and active participation at Y meetings and training when requested.

MUST BE READ IN CONJUNCTION WITH THE Y WHITTLESEA'S MANAGEMENT AND COMPLIANCE LIBRARY, INCLUDING ORGANISATION POLICIES

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