

Position Description



Position Title	Sports Coach
Agreement/Award	The Y Whittlesea Enterprise Agreement 2024
Classification	CR 1 or CR 2.2 (dependent on role, experience, and qualification)
Employment Status	As per employment contract
Division/Department	Recreation
Direct Reports	Nil
Reports to	Sports Coordinator/Centre Director

POSITION SUMMARY

As a Sports Coach you will be responsible for providing and implementing experiences for children in the sports program. As an instructor, you will enjoy working in a team-based environment and have a genuine concern for and interest in the wellbeing and educational needs of children and adults. You will implement and deliver challenging and developmentally appropriate programs for children.

Part of your role as a Sports Coach will include setting up and packing up equipment, reporting any maintenance issues, and completing required program administration duties such as class records. You will also be responsible for mentoring young people on positive attitudes and conduct in sports.

This position is based at Y Leisure City in Epping. The centre delivers a range of sports programs including cricket, tennis, basketball, indoor football, futsal, netball, volleyball and beach volleyball.

DUTIES AND RESPONSIBILITIES

Deliverables of the role

- Sports Coach CR 1.1
 - Work under direct supervision or semi autonomously, either individually or in a team environment and accept and apply direction from supervisors.
 - Undertake operational tasks which are routine and clearly defined.
 - Resolve problems where the situations encountered are repetitive or can be easily referred to higher level employees.
 - Respond to customer needs to ensure quality of services meet agreed standards.
 - Assist in the delivery of the sports program whilst under supervision.
 - Prior sports/program participation knowledge and skills may be required.
 - An introductory coaching course may be required.
- Sports Leader/Coach CR 2.1 – 2.2
 - Work autonomously under general supervision.
 - Perform a responsible and positive leadership role within a team, including supervision of lower-level staff.
 - Instruct and interact with children and guardians providing effective direction, feedback and support.
 - Construct and implement lesson plans that promote group teaching methods.
 - Adapt, re-organise, and respond to individual needs.
 - Apply specialist knowledge to solve problems.
 - Prepare, implement, and evaluate programs.
 - Assist in the planning and delivery of yearly and term plans and assisting other staff.
 - Ability to identify, adapt and manage daily program plans, tasks and procedures to achieve the best program outcomes.
 - Demonstrate specialist knowledge and proficiency in the program area of responsibility.

Position Description



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, parents, 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)

- Current Employee Working with Children Check and National Police Check.
- NDIS Worker Screening Check (if working in a risk assessed role).
- Completion of the Y's Safeguarding Online training and NDIS Worker Orientation Module.
- Sports related qualification and related sports experience may attract a higher classification.

Knowledge and Experience

- Relevant experience as either a Sports Instructor/Coach or competing in sports is preferred. This may attract a higher classification.

CONDITIONS OF EMPLOYMENT

- 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 HEALTHY WORKING CODE & ORGANISATION POLICIES

Reviewed by	Human Resources	Date Reviewed	26/11/2024
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