



**THE KING'S SCHOOL**

**POSITION DESCRIPTION FOR  
PREPARATORY SCHOOL  
SPORTS COACH**

**INTRODUCTION**

All positions at The King's School support the mission of the School which is to make an outstanding impact for the good of society through its students, and by the quality of its teaching and leadership in education.

The King's School values all its employees, and it recognises that the service given, in the classroom as well as in support and operational capacities, equally contributes to an environment wherein boys are witnessing professional and dedicated behaviour. All employees of The King's School contribute to those intangibles of tone and ethos which can have a profound impact upon a student.

**Summer Season**

To commence 1 February 2021

- Cricket
- Basketball
- Tennis
- Touch Football

**Winter Season**

To commence 22 March 2021

- Rugby
- Soccer

**KEY RESPONSIBILITIES:**

**1. Coaching Program**

- In collaboration with the Head of Sport, implement a coaching program for the nominated sport and team to achieve short term and long-term outcomes.

## **2. Skills Development**

- Provide assistance in the selection of teams.
- Facilitate the skill development of team members with a range of skill levels to achieve performance outcomes.
- Assist in the planning and preparation of the team for competition ensuring students are advised of game details and requirements in an efficient and timely manner.

## **3. Application of School Sporting Policies & Guidelines**

- Support and adhere to the School's uniform policy for students.
- Work with coaching staff on matters related to the safe and efficient conduct of the program.
- Attend all program activities including coaches meetings, training sessions and games

## **4. Student Care**

- Model exemplary behaviour reflective of the values and ethos of the School.
- Develop an effective working relationship and rapport with students.

## **5. Duty of Care**

- Undertake responsibility, as a Coach, for the care of students.
- Liaise with the Head of Sport about any pastoral concerns.

### **QUALIFICATIONS AND EXPERIENCE:**

It is expected that the successful candidate will have:

- A strong interest in one or more sports with appropriate game and team building skills for coaching purposes.
- Attainment or currently working towards an appropriate coaching accreditation.
- Refereeing experience desirable but not essential.
- A First Aid certificate is desirable but not essential.

### **Student Focus**

- A coaching style that promotes student inquiry and active engagement in the learning process.
- A strong focus on achieving positive learning experiences and outcomes for students, encouraging students to take opportunities to learn independently.
- Demonstrated ability to care for students in a sensitive and professional manner.

### **Professionalism**

- Ability to articulate and generate enthusiasm for learning.
- The presentation of a professional, dedicated and inclusive attitude and demeanour at all times.
- Capacity to operate as a collaborative and team orientated person in a professional work environment.
- Ability to work unsupervised.

## **WORK HEALTH AND SAFETY**

The King's School has a documented Work Health and Safety Policy together with relevant procedures and other documentation. You are required to comply at all times with the Policy and Procedures as well as any reasonable and lawful direction relating to workplace safety. Your WHS obligations include:

- Cooperating with the School in ensuring your safety and the safety of others at all times
- Following policies, procedures and lawful direction designed to ensure a safe work environment;
- Reporting any hazard, injury, or near miss through the School's RMS system;
- Following emergency evacuation and management procedures if required;
- Following Safe Work Procedures, Standard Operating Procedures and Manual Handling Guidelines appropriate to your duties;
- Undertaking WHS training as deemed relevant to your role.

## **FINALLY**

No position description can capture the complexity of tasks within a school. Therefore, this position description should not be seen as limiting and some flexibility is required when using this position description. There will be other tasks, not described above, that may be given to this position from time-to-time.

All positions evolve and change over time, and the School commits to regularly review and update position descriptions to accurately reflect the contribution of employees.

Employees at The King's School are expected to:

1. Be supportive of the ethos of a school and helpful in advancing the mission of The King's School.
2. Be good ambassadors of the School.
3. Work well on their own and be pro-active in the fulfilment of their duties.
4. Work well collegially and be able to promote harmony and wellbeing within the workplace.
5. Have good interpersonal skills and be able to work in a friendly and cooperative manner with colleagues.
6. Support Equal Opportunity, adhere to Occupational Health and Safety guidelines, and fulfil their duty of care.
7. Adopt behaviour that is supportive of other colleagues irrespective of their race, culture or background.
8. Contribute to their professional development and seek to improve those skills that will be drawn upon in the fulfilment of their role within the School.
9. Be good role models in terms of personal hygiene, grooming, language and punctuality.
10. Possess the very highest standards of integrity and honesty.