POSITION DESCRIPTION
COACHING COORDINATOR - FOOTBALL

All employees are expected to support the Whitsunday Anglican School community in the continued promotion of the philosophy of the School which is reflected in the Strategic Plan. Employees are expected to respect the confidentiality of the individual, and to treat all members of the School community with courtesy.

SCHOOL’S VISION STATEMENT: Learning through Love, Living by Faith, Leading with Service

SCHOOL’S MISSION STATEMENT: Within a framework of Christian values provide the challenging and supportive learning experience that achieves the best outcome for the individual.

1. APPOINTMENT
1.1 Coaching Coordinator - Football is appointed by the Head of Sport in consultation with the Executive Leadership Team
1.2 The position will attract an hourly rate determined through discussion upon appointment and will be reviewed annually by the Head of Sport.
1.3 The position is to ensure the development and preparation of Coaches and Players of the Whitsunday Anglican School Football Club

2. COACHING AND ORGANISATION
2.1 Responsible for the development and preparation of Whitsunday Anglican School Football Teams in both competitive and non-competitive age groups.
2.2 Develop and implement innovative and enjoyable training programs to stimulate player and coach development and encourage participation in Whitsunday Anglican School Football Club.
2.3 Provide students with a positive sporting role model and encourage appropriate conduct at training sessions and competitions.
2.4 Liaise closely with Head of Sport and communicate with School Soccer Coordinator and Whitsunday Anglican School Football Club President
2.5 Attend Whitsunday Anglican School Football Club Committee Meetings when requested
2.6 Ensure Work Health and Safety procedures of Whitsunday Anglican School are adhered to
2.7 Work with the Head of Sport to ensure Risk Assessments are carried out, updated, maintained, and acted upon where necessary
2.8 Ensure any incidents and injuries are reported to the Head of Sport and that an Incident Report is completed in a timely manner
2.9 Regularly attend fixtures in a coaching role
2.10 Ensure training sessions start on time and are well supervised
2.11 Adhere to the Sporting Codes of Conduct relevant to the Football Federation Australia and encourage students to adhere to these codes also.

3. ADMISSIONS
3.1 Support the School’s Admissions program by publicly and privately supporting the School to past, present and future families.

4. GENERAL
4.1 Demonstrate support for the School’s philosophy, policies and procedures, core values and commitment to the Anglican ethos by:
   • Ensuring behaviour reflects the School’s ethos and values
   • Reporting any reasonable suspicion that harm has been caused or is being caused by anyone to a student of the school who is under 18 at the time you should report this to the Head of Sport
   • Ensuring records of communication are maintained and provided to other relevant staff members as required
   • Communicating effectively with all teaching staff, parents, students and all other staff.
• Playing an active role in supporting the cleanliness and safety of the school site
• Encouraging cooperative parent contact and fostering positive community attitudes toward the School
• Following safe working procedures developed for the School
• Reporting any Work Health and safety concerns or hazards immediately to the Head of Sport to pass on to the Work Health and Safety Officer

VERIFICATION

This section verifies that the position holder and supervisor have read the above position description and are satisfied that it accurately describes the position.

Position Holder:
Name: ........................................................................................................
Signature: ....................................................................................................
Date: ..........................................................................................................  

Head of Sport:
Name: ........................................................................................................
Signature: ....................................................................................................
Date: ..........................................................................................................