

PURPOSE OF POSITION

The purpose of the Sports Development Leader is to develop a culture of participation and excellence in sports through the growth and development of the St John's Sports Academy Program and coordination of St John's participation in the Southern Independent Schools Association. Key responsibilities include program development and management, student engagement and participation, leading a focus on excellence and high performance, coordination with associations, coaching and mentorship, community engagement, monitoring and evaluation of student performance and strategic planning.

REMUNERATION AND KEY RELATIONSHIPS

Position of Leadership	Sports Development Leader
Remuneration	POL 2
Time Allocation per cycle	12 periods

Reports to	Principal
Direct Reports	Sports Trainee
Key Internal Liaisons	Health and Physical Education Learning Leader Marketing Daily Organiser Property Manager VET Sport & Rec Staff Football Coaches Basketball Coaches

SPECIFIC RESPONSIBILITIES

LEADERSHIP

- Provide leadership by actively and publicly supporting the College's Vision and Mission and by implementing the College's Strategic Plan and Annual Action Plan within the area of responsibility.

- Develop a strategic vision and approach to building a culture of participation and growth in the Sports Academy Program.
- Liaise with various sporting organisations in the local area and encourage joint activities and /or shared use of facilities.
- Assume responsibility for the documentation for the Sports Academy Program.
- Build a culture of participation and success in lunchtime activities, Sports Carnivals and the Sports Academy.
- Assist teachers in the Sports Academy in the development of best teaching practice that will enhance student performance and learning outcomes.
- Oversee the management and mentoring of the AFL Sport Trainee.
- Coordinate training schedules for Sports teams.

DEVELOP AND IMPLEMENT

- Development, documentation of and maintenance of the Sport Academy program from Year 7 -12 including the monitoring and reporting of academic performance and achievement of students in the Academy.
- Network and establish connection with industry and tertiary institutions to enhance the sports academy program.
- Oversee all sports associated with the Southern Independent Schools Association maximizing student participation opportunities.
- Implement the SIS external competition policy, guidelines and programs.
- Organise and oversee all inter house sports carnivals and inter school carnivals in liaison with Sports Assistant and Daily Organiser.

PROMOTE

- Oversee the promotion of the sports academy program in the wider community inclusive of the recruitment of students into the program.
- Liaise with House Captains to assist them in promotion of student participation in sports activities.
- Promote and celebrate learning of the Sports Academy through the College newsletter, yearbook and other publications as appropriate. Set up displays and activities for Health and PE Week , Open Evenings, Careers Expo to showcase student learning.
- Meet with Sports Academy affiliated partners on a regular basis.
- Present as required to parent information evenings .
- Presentation of awards at Assemblies and the Annual Awards evening creating a culture where student achievements are celebrated.

MANAGE

- Ensure that first aid requirements are met at all internal and external events inclusive of OH&S requirements, safety processes and appropriate risk management documentation.
- Facilitate the design , development , implementation and evaluation of the program in accordance with best practice that guides student outcomes and growth.

- Coordination of Gala Days in conjunction with key stakeholders.
- Organisation of Athletics and Swimming training sessions, and allocation of relevant staff.
- Assist the Learning Area Team Leader - Health and Physical Education with the annual audit of sporting equipment
- Liaise with and organise the SIS Sports Coaches and issuing of information kits.
- Liaise with the Daily Organiser and Deputy Principals regarding staffing, transport arrangements and timing of events being mindful of the impact on the College.
- Assist with the coaching of teams for House and SIS competitions.
- Perform other duties as required by the Principal and/or Deputy Principal(s).

OTHER RESPONSIBILITIES

This statement of duties is not intended to be an exhaustive or exclusive list of duties assigned to the position. They are intended as a guide as to the responsibilities of the role. The position is subject to review and modification by the Principal (or nominee), in negotiation with the appointee, in response to the evolving needs of the College, and experience and expertise of the appointee.

The position is employed in accordance with the terms and conditions of the Victorian Catholic Multi Enterprise Agreement 2022 and any subsequent amendments and industrial agreements.

This role is subject to ongoing review and may change to suit the requirements of St Johns Regional College.

KEY SELECTION CRITERIA

- A demonstrated understanding of the alignment of the St John's Sports Academy and the Ethos of a Catholic School and its mission.
- Proven ability to lead and mentor sports assistants and trainees.
- Experience in managing and coordinating sporting events , programs and academies.
- Strong communication skills to effectively liaise and collaborate with coaches, students, parents, school staff and external partners.
- Ability to promote sports activities and build a culture of participation and success.
- Excellent organisational abilities to manage schedules, training sessions, and sporting events.
- In-depth knowledge of various sports and experience in coaching.
- Understanding of the requirements for university pathways in sports.
- Demonstrated ability to support and enhance student academic and athletic performance.
- A demonstrated understanding and commitment to child safety.