



Title	Summer Sport Coaches
Department	Sport
Reporting	Head of Sports Performance (HoSP)
Location	Senior School, Kew

POSITION DESCRIPTION

Our Intent:

At Xavier College we aspire to form exceptional graduates through inspiring learning experiences and our distinct Jesuit character. The individual is expected to align their actions and leadership with the Intent, our graduate qualities and the Pillars in the Xavier College Strategic Plan **XC150**.

About the Positions:

The summer season of sport at Xavier College is incredibly popular, with all the senior school students meaningfully participating in a range of sports at senior school.

Xavier College is looking for experienced and aspirational coaches to support a wide range of summer sports, teams, year levels and aspirations. These sports and positions include but are not limited to:

- **Cricket**
 - Junior (Year 7&8), Intermediate (Year 9&10) & Senior (Year 11&12) Performance & Participation Lead & Assistant Coaches
- **Futsal**
 - Junior (Year 7&8), Intermediate (Year 9&10) & Senior (Year 11&12) Performance & Participation Coaches
- **Tennis**
 - Junior (Year 7&8), Intermediate (Year 9&10) & Senior (Year 11&12) Performance & Participation Coaches
- **Touch Football**
 - 1st Head Coach
 - Junior (Year 7&8) & Intermediate (Year 9&10) Performance & Participation Coaches

Please ensure that you indicate in your application which sport(s) you are applying to coach. Failing to do so will result in a rejection of your application.

Role Purpose:

Xavier Sport Coaches require a strong practical knowledge of their respective sport, an understanding of its rules and regulation within an APS context, and experience in coaching youth and/or school programs. Sport Coaches will be assigned a sports team to work with for a respective season of sport. Your role is to coach and enhance both individual and collective experience of members within your team.

Emphasis should be placed on personal and collective growth, fostering the strengths of all within your team. In this regard, the Sport coach offers positive leadership across the campus, supporting the characteristics of Jesuit Education through their manner and personal concern for the care of each individual on the campus and across the Xavier Family. The Sport coach understands their important contribution to the College's Intent and educational mission, and with this, the care and safety of all students in accord with the highest standards of child safety and upholding an exceptional child safe culture at the College.

Core Duties and Responsibilities:

Coaching	<p>Hours of work will be advised by the Sport Department. Responsibilities include, but are not limited to the following:</p> <ul style="list-style-type: none">• Be committed member of the Xavier Sport Department:<ul style="list-style-type: none">○ Attend all training sessions and matches as required.○ Arrival at training and matches to allow adequate preparation prior to commencement.○ Attend all Coach Induction and Coaching Professional Development sessions as required.• Deliver an engaging sport program:<ul style="list-style-type: none">○ Coach confidence, providing positive encouragement and constructive feedback.○ Coach competence, providing ability specific technical and tactical skills.○ Coach connection, actively involving all students and staff within your team.• Monitor student engagement within your sport team at training and matches:<ul style="list-style-type: none">○ Keep accurate records of student attendance.○ Assist in team selection for fixtured sport matches.○ Complete a weekly match report as required.• Ensure safety and care of students within your sporting environment:<ul style="list-style-type: none">○ Manage the standards and expectations of students' behavior within your team.○ Ensure student & staff safety in your teams use of sporting facilities and equipment.○ Comply with all risk and safety protocols.• Embody the shared intent and values of the Xavier College Sport Program within your coaching practice.• Act in the interests of Xavier College at all times.
Program Development	<p>Tasks relate to the specific sport you work within:</p> <ul style="list-style-type: none">• Provide specific input into the development of a cohesive and sequential sport program plan, that enhances key objectives and competencies for athletes and coaches.• Collaborate with relevant coaches and sport department staff to collate and structure a framework for training and competition.

	<ul style="list-style-type: none"> • In collaboration with the relevant coaches and sport department staff engage in coach planning and review workshops. • Provide specific feedback and advice on the development of performance-oriented structures and behaviours within the program. • When appropriate, initiate and implement opportunities for development through training camps, clinics, and competition. • Identify and devise effective ways of developing powerful and sustainable values to positively influence the overall culture of the program and enhance the character and mindset of all whom engage in it.
Child Safety	<ul style="list-style-type: none"> • Have knowledge of the relevant laws, and the school's Code of Conduct, Child Safety and Protection Policy and Mandatory Reporting Policy, and comply with all requirements. • Read and formally acknowledge acceptance of the school's Code of Conduct for staff. • Take all reasonable steps to protect children from abuse. • Fulfil their obligations as mandatory reporters including reporting to external authorities where applicable. • Report any reasonable belief that a child's safety is at risk to the Head of Sport, relevant Head of School or Principal.
Occupational Health and Safety	<ul style="list-style-type: none"> • Comply with Victorian OHS legislation and Xavier College OHS policies and procedures. • Perform duties in a safe manner without risk to his/her own health and safety, or the health and safety of others including, but not limited to students, other staff, contractors, volunteers and visitors. • Report any hazard, incident, injury or illness as soon as practicable. • Make OHS a priority, by completing, or contributing to, required risk management plans whilst undertaking tasks in the school's operations. • Work in consultation with the HOR to ensure boats and equipment are safely loaded on and off the trailer, before and after each regatta and/or camp. • Monitor weather and environmental conditions for potential hazards and safety issues and report to HOR. This may include changing the training session or location with approval.

Key Performance Indicators and Selection Criteria

- Punctuality and attendance.
- Perform duties to the required standard: competence, conscience, compassion, and commitment.
- Presentation, attitude and, respect.
- Communication with students, staff, and school community.
- Adherence to and following procedures and safe work practices.
- Demonstrate improved performance capability for students and coaches under your guidance.
- A commitment to educating children, working in and contributing to the ethos of a Jesuit school.
- Demonstrated ability to act with and foster collaboration and effective teamwork.
- Demonstrated knowledge and adherence to child safety, the Child Safe Standards and the provision of an exceptional culture of child safety.
- Well-developed people management skills coupled with positive communication and interpersonal skills.
- Ability to work in a dynamic environment that requires self-direction, team orientation and the ability to effectively handle pressure in a manner consistent with Ignatian values.

Essential Requirement

- Specific accreditation and experience requirements depend on the team that you are assigned to and the performance and/or participation objectives for that team.
- Level 1 to 2 or Higher Sport Coaching Qualification
- Sport Coaching or Coordinating Experience
- Senior First Aid Qualification

Compliance Requirements:

- Working With Children Check 'E' card.
- Australian Childhood Foundation "Safeguarding Children" and all child safety requirements.
- DET Mandatory Reporting and Other Obligations Training (annual update)
- Australian Jesuits Code of Conduct and acceptance of the Code (on appointment)
- First Aid accreditation including CPR, Anaphylaxis, Asthma Management.

Terms and Conditions:

Reporting Line: Head of Sports Performance

All staff are responsible to the Principal and Rector

Tenure: As per contract

Location: Senior School, Kew

All other terms and conditions as per the Xavier College Enterprise Agreement 2023.

Appendix A

Positions at Xavier College

Our Attitudes and Habits as Educators at Xavier

In alignment with the Ignatian profile of an educator in a Jesuit school, Xavier College has identified complimentary attitudes and habits that are essential attributes for educators at Xavier. The College recognises the power and critical need for individuality and diverse gifts among its members, as well as the similar requirement for an alignment in attitude and habit that are necessary for effective teamwork and alignment.

As a significant leader at the College, these attitudes and habits should be:

- consistently demonstrated and modelled in all areas of endeavour
- used to positively inform the consistent practice and standards of all educators at the College.

An educator at Xavier College:

- clearly models the Xavier ASPIRE Graduate qualities through teaching and personal actions
- demonstrably values competence and skill in the art of teaching or area of service/work, performing at or beyond a 'highly accomplished' level in the national teaching and leadership standards
- demonstrates active reflection in personal practice by engaging in and being responsive to professional feedback and conversations that are performance and growth oriented
- values all aspects of the role equally, seeking to meaningfully attend to tasks through competent commitment that attests to quality outcomes and performance
- conducts themselves with a clear intent to model and uphold Gospel values and Ignatius' understanding of generosity
- values solving problems more than identifying them, and the collaborative and creative generation of thoughtful ideas, thereby positively contributing to all areas of College life
- seeks alignment and collaboration in professional activities, through respectful and empathic conversation and the desire to act for and with others
- is honest, trustworthy and companionable, acting with integrity in supporting others and treating all with respect
- works to identify and develop the inner potential, capacity and self-worth of every student and colleague
- understands and fosters the strategic vision of the College, as well as the holistic view of education in a Jesuit school.

Appendix B

Positions at Xavier College

Our Xavier Leadership Traits

Our Intent at Xavier, highlighted in our Strategic Plan, is developed through seven Pillars: Our Jesuit Identity, Our Inspiring Learning, Our Student Life, Our Xavier Family, Our Professional Expertise, Our Operational Excellence, and Our Global Engagement. Each have core Values and Priorities that direct and drive our ongoing actions. It is essential that these actions demonstrate alignment across the College, and that individual actions similarly align with values and priorities and identified actions across each of the Pillars. This is essential for leaders at the College, and that they speak purposefully and powerfully to these key pillars of action through their lived experience.

As a member of staff of the College should consistently display effective leadership traits.

At Xavier, we have identified 7 traits:

- **Through Christ and Ignatius**
Christ-centred and driven for the Ignatian ideals of competence, conscience, compassion and commitment.
- **Aspire high and dig deep**
Leading high standards and aspirational for the magis, self and team
- **Lead for person, team and mission**
Distributive in leadership and respectful custodian of the tension between 'cura personalis' and 'cura apostolica'
- **Host conversations with candour**
Collaborative and collegial, ensuring candour in quality conversations
- **Swim well in your lane and be adept at understanding your ripples**
Undertake the things within your purview well, but understand and be attentive to the impacts that your actions have on others
- **Attend to process, solutions and outcomes**
Attentive to process, solutions and outcomes
- **Pursue the possible**
Agents of growth, fostering a community that supports ideas, innovation, divergent thinking and the pursuit of the possible

<https://youtu.be/liQ2eXOo7Y>

<https://youtu.be/8RyK0eHPYRs>

<https://youtu.be/olp5uRRBx4k>