



Pymble Ladies' College

POSITION DESCRIPTION

Title: Head Coach - Artistic Gymnastics

Reports to: Head of Sport

POSITION SUMMARY

The Head Coach - Artistic Gymnastics is responsible through the Coaching Development Director, Director of Sport, Deputy Principal and Principal in all aspects of this position.

The purpose of the position is to provide a safe, professional and well organised Artistic Gymnastics program to *Pymble* students. The Head Coach – Artistic Gymnastics is responsible for the Artistic Gymnastics syllabus and program from recreation level through to elite levels. In addition, taking responsibility for mentoring coaches and driving attainment of shared goals.

KEY RESPONSIBILITIES

1. Facilitate aspects of the Artistic Gymnastics Program

- 1.1 Effectively plan, program and supervise weekly, monthly and yearly programs for all strands of the Artistic Gymnastics program.
- 1.2 Administer pre-testing and selection systems for competitive programs and streams.
- 1.3 Work with athletes and prepare them for competition, both mentally and physically.
- 1.4 Evaluate each gymnast's progress, and communicate this progress appropriately.
- 1.5 Accompany gymnasts to competitions.
- 1.6 Judge at competitions.
- 1.7 Provide active coaching and supervision of all Artistic Gymnastics staff to ensure maintenance of coaching standards and techniques within the program.
- 1.8 Perform daily safety checks on equipment and apparatus and assist in routine maintenance of equipment, including daily set up of equipment.
- 1.9 Have a strong understanding of the IPSHA and IGSSA gymnastics system.

- 1.10 Inspect and order equipment for the program through the Coaching Development Director.
- 1.11 Facilitate the efficient movement of students to and from as well as between programs.
- 1.12 Encourage and supervise staff development in relation to Artistic Gymnastics.
- 1.13 Assist coaches/judges to achieve their next qualification.

2. Student wellbeing and development

- 2.1 Provide a safe and secure learning, competition and training environment for all students.
- 2.2 Facilitate a well-balanced Artistic Gymnastics program that makes use of available time and is cognisant of the time demands for *Pymble* students.
- 2.3 Develop students' skills, values and attitudes through participating in the sport of Gymnastics.

3. Relationship management

- 3.1 Develop a strong, professional relationship with staff, students and parents at the College.
- 3.2 Notify the Head of Sport of any major issues as they arise.
- 3.3 Contribute to decision making processes in support of the College.
- 3.4 Embrace the concept of team and demonstrate a respect for the value of professionals working towards the attainment of a shared vision.

4. Communication

- 4.1 Ensure all written and verbal communication is courteous, professional, accurate and reflective of College values.

5. Risk and Compliance

- 5.1 Report directly to the Principal on any matters relating to child protection.
- 5.2 Consistently adhere to College policies and procedures, importantly the Risk Management, WHS, Child Protection and our emergency response practices.

6. Professional Learning

- 6.1 In partnership with your Manager, continuously align your skills and professional development requirements to ensure that you are meeting the obligations of your role.

7. Other duties may be required from time to time

PERSONAL CAPABILITIES

- Willingness to support the ethos and values of the College.
- Extensive experience and expertise in the sport of Artistic Gymnastics.
- Expertise in administration and intermediate to advanced MS Suite.
- Demonstrated experience with the development of training programs for Artistic Gymnastics across all ability levels.
- Experience in managing a team of casual and permanent staff.
- Current car driver's license.
- Minimum of 5 years' experience leading a gymnastics program.
- Gymnastics Australia Advanced level qualifications essential.