



MELBOURNE
GRAMMAR SCHOOL
AN ANGLICAN SCHOOL

Job Description

Position

Casual Sports Coach – Rowing

Reporting to

The Director of Sport, through the Director of Rowing

Context of the Role

Founded in 1858, Melbourne Grammar School educates some 1,800 students from Prep to Year 12. It fosters excellence through learning and leadership and offers an educational experience ranging across intellectual, social, cultural, spiritual and physical pursuits.

The School is organised into three campuses to meet the needs of different age groups. Our Junior School, Grimwade House (Prep to Year 6) is located in Caulfield, and is coeducational with 680 girls and boys. The Middle School, Wadhurst (Years 7 and 8), and Senior School (Years 9 to 12) are in South Yarra and cater for 1,120 boys – day students and boarders.

Sport has a long and proud tradition at Melbourne Grammar and our aim is to give every student the experience of competing in inter-School and inter-House sports.

Our programs cater for all levels of performance, at the same time providing pathways for the elite who want to excel. Saturday inter-school sport is compulsory, and access to the best possible coaches and facilities enhances the boys' sporting skills, physical fitness and creates an enjoyable experience. Melbourne Grammar takes part in the Associated Public Schools (APS) sporting competition over three seasons – summer, winter and spring.

Purpose of the Role

The coaching staff at Melbourne Grammar School provide valuable support to the teaching staff who are responsible for coaching the students in their chosen sporting disciplines. The coaching staff must represent the ethos and community-minded spirit of the School, and have the capacity to inspire enthusiasm in the students with their chosen sports. Coaching staff set the standards for the rules of fair play and good sportsmanship, and provide a positive role model for students and other coaching staff alike.

Coaching staff are provided with appropriate Melbourne Grammar School sporting attire and are expected to wear this clothing when attending training sessions, where possible, and to all games and competitions.

Key Internal Contacts

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| Director of Sport | Director of Rowing |
| Other Coaching Staff | Team Manager |
| | Students |

Key Responsibilities

The following responsibilities are not exhaustive, nor necessarily in order of priority, but are indicative of the range and nature of the role.

- Attend all training sessions and regattas as outlined by the Director of Rowing
- Attend rowing camps in December/January, as required
- Attend meetings, as required by the Director of Rowing
- Adhere to the training and racing regulations of the APS
- Select crew, as required, according to the selection criteria of the School
- Ensure that correct rowing and Sun Smart attire is worn by all rowers for training and regattas
- Adequately prepare all rowers for the Head of the River competition



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- Attend end of season dinner

Standard hours for training sessions and games are advised and authorised by the Director of Rowing.

Knowledge, Skills and Qualifications

- Sound knowledge of rowing
- Well-developed time management and organisational skills
- Display an ability to communicate effectively with students in order to maximise their skill acquisitions
- Must hold, or be willing to obtain, a valid Employee Working with Children Check.
- Level 2 coaching accreditation desirable but not required.

Commitment to Child Safety

Melbourne Grammar School is committed to promoting and protecting the safety and wellbeing of all children and students within the School Environment. The School has no tolerance for child abuse and harm to children and students and takes proactive steps to identify and manage the risks of harm to students.

Particular attention is given to the child safety needs of Aboriginal and Torres Strait Islander students, those from culturally and linguistically diverse backgrounds, students with a disability, those unable to live at home, international students, and children and young people who identify as lesbian, gay, bisexual, trans and gender diverse, intersex and queer (LGBTIQ+).

Melbourne Grammar adheres to robust human resources practices, in the recruitment, selection and screening of candidates, to ensure that individuals working with children are suitable. The school aims to identify and recruit the best and most suitable candidates who share the School's values and commitment to protect children and students.

All staff are responsible for understanding and applying Melbourne Grammar Schools Child Safety policies and procedures, upholding the overarching principles and values set out by the School and take all reasonable steps to promote and protect the safety of children and students.

All teaching staff are required to have a valid Victorian Institute of Teaching registration, or where appropriate, permission of the Institute to teach.

Risk Management, Occupational Health and Safety

Melbourne Grammar School is committed to providing a safe work and learning environment that supports the health, safety and wellbeing of students, staff, contractors, volunteers and our community.

Staff have a responsibility to:

- Familiarise and adhere to the Schools practices and procedures in accordance with Melbourne Grammar's OH&S Policy and Risk Management procedures
- Co-operate with the School's efforts to comply with its legal obligations under Victorian OH&S legislation.
- Perform duties in a safe manner without risk to health and safety, adhering to the Schools system for reporting OH&S incidents and hazards
- Take reasonable care for the health and safety of self and others, including those under your supervision

The purpose of this job description is to serve as a general summary and overview of the major duties and responsibilities of the position. It is not intended to represent the entirety of the position nor is it intended to be all-inclusive. Therefore, the position may be required or requested to perform other work duties not specifically listed herein. Melbourne Grammar School reserves the right to modify this job description in consultation with the incumbent from time to time depending on the operational needs and requirements of the School.