

DIRECTOR OF SPORT & EXTRA-CURRICULAR (ELC – 12)

This document is to be read in conjunction with the Teacher Duty Statement, if applicable.

Position Description

Function

The Director of Sport & Extra-Curricular ELC – 12 will champion opportunities for students and the wider community to engage in the health, wellbeing, recreational, and social benefits of physical activity, team sports, individual performance, and lifelong participation.

Working closely with the Head of College, Campus Principals and key stakeholders, the Director will ensure a cohesive and seamless student experience across co-curricular and extra-curricular programs, to lead the development and implementation of the College's Sport Strategic Plan, driving excellence, innovation, and positive outcomes for students across the College

Tenure

Ongoing

Conditions

Full-time - 4 weekdays and Saturdays during sports seasons, as negotiated

Line Management

Allocated Sports Coordinators, Coaches and the Sports Administrator report directly to the Director of Sport & Extra-Curricular ELC – 12.

Essential Characteristics

Education & Qualification

- South Australian Teacher Registration (if applicable)
- Qualifications and experience in Sports Management, Physical Education, Sports Science, or a related field
- Relevant coaching certifications from recognised associations
- Current Working with Children Check & RRHAN-EC
- First Aid accreditation

Knowledge & Experience

- Knowledge and understanding of relevant curriculum and IB MYP & SACE frameworks.
- Knowledge and understanding of contemporary research, practices and educational trends.
- Experience leading and managing high performing teams
- Capacity to create partnerships with institutions and organisations beyond the educational environment.

Personal Qualities

- Demonstrates alignment with the College values:
 - **Integrity** (Our actions align with our words, even when it is difficult.)
 - **Courage** (We embrace challenge and take healthy risks.)
 - **Aspiration** (We strive for continuous growth and improvement.)
 - **Care** (We show respect and kindness to ourselves and others.)
 - **Connection** (We welcome, include and appreciate others)
 - **Grace** (We show humility, gratitude and forgiveness)
- Motivates and influences through exceptional communication and collaboration
- Demonstrates excellent professional judgement, composure and resilience when faced with challenge
- Openness to change and improvement
- Ability to work in a demanding role, including working out of normal hours.
- Projects positivity and displays genuine enthusiasm and optimism.

Selection Criteria

Leadership	<ul style="list-style-type: none"> • Provide effective leadership and management to the team • Maximise teacher involvement in the sport & extra-curricular program • Oversee the recruitment management of coaches and supervisors for sports teams and competitions • Coordinate and review coach/umpire performance and provide constructive feedback • Lead the management all extra-curricular sports equipment and supplies
Strategic Directions	<ul style="list-style-type: none"> • Contribute to, support and drive the strategic direction of the extra- & co-curricular sport ELC – 12 across the College • Enhance the College’s specialist sport programs • Enhance the College’s extra-curricular program • Enhance student engagement in sport • Establish a culture of high performance • Build networks and work with the local sporting clubs and organisations • Initiate and lead the review of policies.
Operational	<ul style="list-style-type: none"> • Actively plan and help organise, coordinate and participate in school events and community extra and co-curricular sports events • Develop, communicate and manage the annual Sporting Events Program and Calendar • Ensure compliance requirements are met
Students and Community	<ul style="list-style-type: none"> • Evaluate and develop Concordia College’s sport programs • Maintain and monitor a high standard of student behaviour • Regularly liaise with parent groups to foster community involvement and support • Manage the coordination of parent volunteer groups for the program
Communication	<ul style="list-style-type: none"> • Professional and clear written and verbal communication • Communicate all programs, teams, venues and results • Communications and engagements with parents and other significant bodies are timely and appropriate
Leading People & Culture	<ul style="list-style-type: none"> • Lead in a manner that supports the College’s vision and role models the College’s values framework. • Build a positive environment that promotes the College’s values framework. • Promote positive conversation about the College and consistently show support for College initiatives and strategic plans, both within and outside the College. • Support, monitor and mentor staff working at the College, creating opportunities for staff to lead and grow professionally.
Personal Qualities	<ul style="list-style-type: none"> • Displays a positive attitude and is a life-long learner. • Is solution focused. • Consistently demonstrates, expects and communicates behaviours that reflect the values and culture of the College, including the strong Christian foundations of the community. • Leads teams to achieve high level outcomes within a positive workplace environment. • Communicates a passion for contemporary education as a transformative agent within the lives of young people and adults. • Displays personal integrity, honesty, resilience and courage. • Demonstrates excellent professional judgement and initiative within the scope of the role.
