

Position Description

Secondary Sport Leader, South Morang

Purpose of position	The Secondary Sport Leader is responsible for the leading the Sport Program across the Secondary Campus.
Staff Team	Secondary Campus Sport Team
Reporting to	Deputy Principal - Head of Campus
Location	Marymede Catholic College: - 60 Williamsons Road, South Morang - Cookes Road, Doreen
Classification	Teacher, POL 3
Salary and benefits	<ul style="list-style-type: none"> • Salary as per Victorian Catholic Education Multi Enterprise Agreement 2023 • Significant opportunities for professional learning
Commencement date	January 2024
Employment conditions	<ul style="list-style-type: none"> • Position of Leadership Level 3 • 18 periods of time release per fortnight • Contract tenure of 3 years for the position of Secondary Sport Leader • Ongoing appointment to the College as a teacher <p>The successful applicant will:</p> <ul style="list-style-type: none"> • be employed under the Victorian Catholic Education Multi Enterprise Agreement 2023 • be required to be registered as a teacher with the Victorian Institute of Teaching
Qualifications and experience	<p>An appropriate qualification in education is required.</p> <p>Demonstrated successful experience in educational/sport leadership is desirable.</p> <p>Accreditation to Teach Religious Education or Lead in a Catholic School is required (or commitment to achieving this in the first two years of appointment).</p> <p>Marymede Catholic College is an equal opportunity employer. We value a diverse and inclusive workplace and welcome applications from all qualified people. When required, we make reasonable adjustments to accommodate our people.</p>

Key duties and responsibilities

- Actively support the Catholic identity and mission of the College
- Lead in a manner consistent with the College's Catholic identity; humbly, kindly, ethically, inclusively and inspired by Christ's teaching
- Energetically contribute to the realisation of the strategic intent of the College
- Foster a culture of collaboration and curiosity
- Set and monitor high standards for and of students, staff and all community members and challenge conduct which is unsatisfactory
- Be a contributing member of the Secondary Sport Team
- Foster the learning and growth of the whole person through the provision of a hope-filled student-centred learning environment
- Ambitiously support the implementation of the College's Sport Program
- Develop and facilitate the Sport Program for students which is consistent with the ethos of the College
- Organise and implement interschool and intraschool sporting events
- Take the lead in organising the planning and implementation of whole school sport activities through a team approach
- Be a point of contact for school leaders and administration in terms of the Sport Program
- Represent the College on SACCSS matters when necessary
- Foster school spirit, teamwork and a sense of achievement for all students through the Sport Program
- Foster support and commitment for the Sport Program from all members of the College community (staff, students, parents)
- Develop relationships with the wider community through the Sport Program
- Review and evaluate the Sport Program and recommend and implement changes where appropriate
- Encourage the participation of students in the Sport Program
- To ensure that staff and students are aware of College expectations relating to dress, behaviour and sportsmanship while involved in the Sport Program
- To provide advance notice of Sport Program events and staffing to the Director of Campus Organisation
- Conduct risk assessments for Sport Program activities
- Oversee policies and procedures related to educational practice within the Sport Program
- Foster the culture of Child Safety at the College
- Support the College Community Engagement Strategy
- Complete operational and administrative responsibilities including the preparation and monitoring of relevant budgets, resource development and contributing to the development of the College calendar
- Other duties as outlined by the Principal consistent with the skills and experience required for this position

Key selection criteria

- Possess the skills, experience and qualifications to perform the duties and responsibilities of the position
- Ability to lead teams, build capacity in others, and work as part of team
- Ability to implement the functions of sport
- Ability to organise and coordinate programs and events

- Excellent interpersonal, communication and negotiation skills
- Ability to handle sensitive and confidential information appropriately
- Ability to contribute to the broad strategic intent of the College
- Ability to set and monitor high standards of communication
- Ability to have a positive influence on the culture of the College through an innovative, collaborative and curious disposition
- Ability to use digital technology effectively
- Commitment to supporting the Catholic identity and mission of the College
- Commitment to and understanding of child protection and child safety issues in schools
- Commitment to safe work practices
- Commitment to professional learning and development
- Commitment to the implementation of College policies and procedures

Child Safety Requirements

Marymede Catholic College is committed to developing a culture to maintain the safety of each student in our care. At Marymede Catholic College we have a zero tolerance for child abuse and are committed to acting in children's best interests and keeping them safe from harm.

The College regards its child protection responsibilities with the utmost importance, and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintaining a child safe culture. All staff employed at Marymede Catholic College are required to abide by our Child Safe Policies and commit to our Child Safe Code of Conduct.

Position description updated:

September 2023