

# Assistant Head of Sport P-6 (Physical Literacy) | Position Description



**Position title:** Assistant Head of Sport P-6 (Physical Literacy)

**Reporting to:** Head of Sport (P-12)

## Position summary:

Ascham is one of the world's leading girls' schools, and since its foundation in 1886 has educated girls who develop into confident, independent, compassionate young women. Ascham is an inclusive, day and boarding school that provides a strong sports program within a warm, welcoming and collaborative environment.

The position will have the responsibility for developing an innovative and engaging physical literacy program that maximises the positive effects of school sports involvement for our students. This program will aim to create a holistic journey to excellence for our students which at its core aims to increase physical competence, confidence, motivation and activity levels. The position will be primarily focused on the P-6 space but with the ability to engage across the entire school context.

## Duties and Responsibilities:

### General Responsibilities

- Develop and drive an overarching vision for Physical Literacy at Ascham, cultivating an innovative and engaging journey for our students that aligns with the school's vision and values.
- Provide effective leadership to students to encourage holistic development through the introduction of effective programs, P-6, to support both successful academic development and provide the movement skills and motivation to be active for life.
- Lead and develop a culture for staff and students that focuses on psychological safety through growing the collective capacity of those involved in our sports programs.
- Work collaboratively with our Head Coaches of individual sports to seek out and implement best practice within the foundational stage of student development, focusing on P-6. This includes leading the learning and acquisition of basic movements, the extension and refinement of movement and their integration into sport-specific contexts.
- Coordinate and oversee the operational management of the Ascham Hillingdon and Fiona (Primary) sporting activities including weekly preparation, coach recruitment, administration, and logistics.
- Provide leadership and mentorship to our team of casual and permanent sports coaches helping to advocate for the adoption of evidence based, transformational and inclusive coaching practices.
- Assist in the management and conduct of school carnivals including the facilitation and promotion of the IPSHA sport representative pathway.
- Represent Ascham at Interschool events including attending meetings, Saturday sport, sporting events, carnivals and other overnight competitions / activities.
- Maintain and develop adequate records to track and record progression of individual students, teams and competition performances.
- Attend Saturday and mid-week fixtures to coach teams and/or oversee the continuing development opportunities of the coaching team, P-6.
- Mentor the student leaders associated with the sports program and engage them in playing an active role in the promotion of physical literacy within the Ascham community.

- Actively participate in the weekly Sports Department meeting to help set and deliver on the school's strategic priorities within sport.
- Take a pro-active approach to monitoring and maintaining health and safety standards within the program including injury prevention and incident management.
- Liaise effectively with the Head of Sport, Sports administration team and various stakeholders about the physical literacy program including strategic priorities, program administration, scheduling and student wellbeing.
- Actively review and evaluate the effectiveness program offerings and provide recommendations for future development.
- Ensure compliance with the School's Code of Conduct and all other internal policies and procedures.

### Professional Behaviour

- Contribute to the life of the School
- Behave in professional and confidential manner at all times
- Provide assistance to members of the department and share resources
- Submits reports at a professional standard that demonstrate an understanding of each student
- Respond to parent concerns in a timely and professional manner.

### Essential Criteria

- An appropriate university degree and teaching qualification.
- Demonstrated understanding of the Australian Physical Literacy Guidelines and their importance in Long Term youth development framework.
- An ability to be an effective team member, including initiative, passion, willingness to collaborate and people management skills to drive holistic sports involvement.
- Proven ability to lead a team and work collaboratively with all key stakeholders
- Proven experience in coaching and/or leading other staff in their discipline
- A current First Aid and CPR Certificate
- A valid Working with Children clearance.

### Anticipated Commitment

The Assistant Head of Sport – Physical Literacy is a permanent full-time position which includes weekend work.

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_