



# Ascham School



Tennis Coach  
Position Description

# Tennis Coach

Department: Sport

Reports to: Head Coach, Tennis

## Job Description

Ascham values staff who demonstrate a positive and proactive approach to their work and have a willingness to participate in the life of the School. We look for vibrant, dedicated and capable staff who have initiative, empathy, a good sense of humour and a professional behaviour to help the School achieve its objectives

The position has responsibility for developing innovative and engaging on-court tennis sessions which maximise the positive effects of physical activity involvement for our students. As a tennis coach, you will work collaboratively as part of a team to drive Ascham Tennis to the next level. In doing so you will ensure every student in the school is well supported regardless of ability or age; and in a safe and friendly environment that fosters and encourages both excellence and a love of lifelong physical activity amongst participants.

## Core Job Role Accountabilities

- Provide effective leadership to student-athletes.
- Encourage holistic development through the introduction of effective programs to support both successful academic development and sporting excellence.
- Liaise effectively with the Head Coach, Tennis and various stakeholders about the Tennis program including strategic priorities, program administration, scheduling and student wellbeing / development.
- Develop and drive specific objectives in consultation with the Head Coach, Tennis cultivating an engaging journey for our students that aligns with the school's vision and values.
- Actively participate in various trial periods which is focused around both developing players and allocating players to teams accordingly.
- Attend Saturday and mid-week fixtures to coach teams and/or oversee the continuing development opportunities of the Ascham Tennis players.
- Ensure Ascham is at the cutting edge of Tennis programs by maintaining up to date knowledge and driving best practice within the program.
- Design and implement effective age-appropriate tennis programs that cater for beginner athletes through to representative athletes across the school.
- Complete weekly program administration tasks such as role marking, student feedback, student movement, student awards and any behaviour management issues.
- Assists in the setting up and packing up areas for scheduled activities / bookings.
- Actively review and evaluate the effectiveness of program offerings and help provide recommendations for future development.
- Take a pro-active approach to monitoring and maintaining health and safety standards within the program including injury prevention and incident management.
- Ensure compliance with the School's Code of Conduct and all other internal policies and procedures.
- Other duties as directed by the Head of Sport.

## Professional Behaviour

- Contribute to the life of the School
- Behave in a manner that is professional and confidential
- Assist members of the department and share resources

- Submit reports at a professional standard that demonstrate an understanding of each student
- Respond to parent concerns in a timely and professional manner.

### Mandatory Requirements

- A Tennis Junior Development Coach accreditation (or willingness to obtain).
- Demonstrated tennis coaching experience within a youth sports context with a strong background across the 4-18 years age bracket.
- An ability to be an effective team member, including initiative, passion, willingness to collaborate and people management skills to drive holistic sports involvement.
- A current First Aid and CPR Certificate
- A valid Working with Children clearance.
- A firm commitment to safeguarding and promoting the welfare of children.
- A demonstrated understanding of child safety and appropriate behaviours when engaging with children

**Acknowledgment**  
 I have reviewed this position description and understand the duties and responsibilities of the role.

Name	
Signature	
Date	