

## Mission

*To achieve each gymnasts full potential and enjoyment through exceptional coaching and management, in a Child safe, friendly, and professional environment.*

# Junior Gymnastics Coach Job Description

## Position Title:

Junior Gymnastics Coach

## Position Purpose:

- To provide a quality broad based gymnastics program for 2-5 year old children for both boys and girls.
- To help children grow and achieve through physical movement in a structured learning environment.
- To continually strive to improve our program

**WGC Fundamental principles:** – these values unify the club with a common purpose and intent:

- *Unconditional respect* – we work in an environment where respect is of utmost importance between coaches, children, parents and staff.
- *Reliability and Professionalism* – be responsible and reliable in all work tasks and see that club policies and procedures are adhered to in a conscientious way, ensuring all work responsibilities are completed in a professional manner.
- *Teamwork* – we believe it is vital to work together as a team through cooperation and helping one another wherever possible.
- *Open and Honest Communication* – being approachable and easy to talk to is vital for the continued success of the Club. If you have a concern, speak immediately and directly to the person involved.
- *Perpetual Growth and Initiative* – we strive to work in an environment where our employees and gymnasts are growing and learning.

## Hours required per week:

- 1-15 hours

## Qualifications Required:

- WWCC
- First Aid and CPR

## Desired Attributes:

- Passion for working with children.
- Good communication skills and ability to work well in a team environment.
- Displays strong initiative and has good problem solving skills.
- Displays strong organisational and time management skills.
- Shows a strong willingness to learn and improve
- Shows strong attention to detail
- Goes "above & beyond" the job when needed and rises to the occasion in challenging times

### **Key Duties:**

- To personally uphold the following **Coaching Values**
  - Keep the children safe
  - Clearly communicate expectations
  - Praise good behaviour
  - Let your enthusiasm rub off
  - Set challenges and encourage successes
  - Keep it fun and fresh
  
- To personally uphold the following **Customer Service Values**
  - Integrity – see that your private behavior aligns with your public behavior. Avoid and actively stop others from teasing, bullying, venting, name calling etc.
  - Responsibility – when you receive a question, concern or complaint, you are responsible for seeing it to its resolution.
  - Win them over – put exceptional effort into winning over a dissatisfied parent and/or gymnast so that they become our strongest advocate.
  
- Promote a love of gymnastics.
- Ensure the smooth running of classes and class transitions.
- To provide suggestions and feedback on how we can improve the educational program.

### **Accountabilities:**

Junior Gymnastics coaches are accountable to the Junior Gymnastics Coordinator and in addition accountable also to the WGC Club Director and WGC Accounts and Operations Manager, and ultimately to the WGC Committee.

### **Child Safe Statement:**

WGC is committed to promoting and protecting the interests and safety of children. WGC has a zero tolerance for child abuse.

In accordance with the appropriate Australian Child Protection laws all candidates will be required to have a valid working with children's check. Selection of the successful candidate will include the results of child protection screening and relevant reference checks.

It is the responsibility of all staff to personally uphold WGC's child protection policies and actively promote a strong culture of child safety to achieve best practice including compliance with all GV, GA, State and National requirements.

### **Other Information**

In representing WGC, the Educational Manager will display characteristics such as reliability, punctuality and courtesy, and be self-motivated and well presented at all times.

WGC is an equal opportunity employer.

WGC will carry out a performance appraisal based on key performance indicators directly linked to the successful achievement of the key responsibilities of this role.