

Queenwood Netball – Head Coach (Casual)

Purpose and Outline of Role

In collaboration with the Sports Coordinator, this position manages the provision of a safe, professional and well organised Netball Program from Year 7-12. The Head Coach will provide organisation, leadership and supervision of all aspects of the Netball Program.

The Netball - Head Coach will lead the planning, preparation, development and coaching of their netball teams and assist with the communication and administration duties of the sport.

Reporting Relationships

The Netball – Head Coach, will ultimately report to the Principal and directly to the Director of Sport. They may also be required to report to the Head of Sport Operations (7-12) and will work closely with the Sports Coordinator/Coach Developer and other Sports Coaches.

Employment Basis

This is a casual role to commence on or around 26 May 2025. The School makes no firm advance commitment of providing continuing and indefinite work according to an agreed pattern of work. This position falls under the Independent Schools NSW (Professional & Operational Staff) CMEA 2025.

Professional Development

The Netball – Head Coach may be required to participate in a minimum of 2 hours of Professional Development for each term of coaching.

Role Responsibilities

PRE- SEASON:

- In conjunction with the Sports Coordinator, organise and facilitate pre-season training the term prior to the IGSA competition rounds
- Coordinate team selections/grading and allocate teams in conjunction with the Head of Sport Operations and Sports Coordinator
- Organise a date, time and location for a sports specific technical *Coach the Coach* session in conjunction with the Sports Coordinator
- Assist with recruitment and development of referees and coaches
- Ensure all equipment is available and in reasonable condition and safe to use for the season ahead.
- Liaise with the Head of Sport Operations & allocate Coaching staff to Teams.
- General administration – Trial/Grading sheets, clipboard (scheduling and roll marking), coaching resources and/or session plans.
- Attend the IGSA Netball Grading meeting with the Head of Sport Operations
- Liaise with the Head of Sport Operations to complete the IGSA player profiles of all netball teams and submit to IGSA.

DURING THE SEASON:

- Oversee all training sessions, lesson plans and content for quality assurance
- Delivery of tactical and technical sessions
- Provide feedback to coaches and teams – training sessions and games
- Provide weekly updates to the Sports Department
- In conjunction with the coaches, monitor attendance at training and games – Notify the Sports Department of any issues
- Ensure positive and effective communication amongst players, parents and coaches including but not limited to
 - Changes to schedules, location and coaching staff
 - Updates
 - Attendance / absences
- Create resources including drills and skill development to use as learning material for coaches
- Attend and oversee Saturday competition. Term 3 season; Saturday 26 July- Saturday 20 September 2025.

CONCLUSION OF SEASON:

- Follow up with coaches for their player feedback forms, MIP and MVP
- Complete a season review
- Ensure all coaches' equipment is returned to the Sports Dept
- Attend the postseason IGSA Netball meeting with the Head of Sport Operations

Key Competencies

- Strong understanding of the vision and direction of the Queenwood Sports Department.
- Coaching experience, qualifications, and a strong understanding of the game rules.
- Capacity to deliver structured, detailed plans and coaching programs.
- Ability to work independently or as part of a team to implement detailed programs effectively.
- Expertise in the Sport of Netball.

Qualifications

- Minimum Level 1 or equivalent coaching certificate in Netball.
- First Aid certificate is mandatory.

Personal Attributes

- Strong commitment to the development of physical activity in girls.
- A sensitive but confident approach in dealing with persons of all ages.
- Ability to respond flexibly, calmly and authoritatively in unplanned and complex situations.
- Excellent delivery of training sessions for those of all abilities.
- High level organisational and planning skills.
- Outstanding work ethic, including a willingness to work flexibly when required.
- Initiative, perseverance, attention to detail.
- Ability and willingness to evaluate and critically reflect upon own professional practice.
- Ability and willingness to contribute positively to the wider life of the School and local community.
- Punctual and reliable.
- Good communication skills and works well with others.

- Professional appearance and attire. i.e. The Queenwood Staff Uniform is required to be worn to all sessions and competitions.

Work, Health & Safety

The School is committed to providing a healthy and safe workplace for everyone. All staff have a responsibility to take reasonable care for their own safety and that of everyone else at school or involved in school activities. As such, you must comply with reasonable Workplace Health and Safety instructions, policies and procedures, including the provision of care to students within the scope of your role. You will also participate in school safety, such as by completing risk assessments, addressing hazards and reporting safety incidents.

Concluding Remarks

This position description is intended to give an indication of the scope and nature of work that an employee at this level may be expected to perform. However, the statement does not restrict the employer's right to require the employee to perform any task that is within the employee's competency and skill that is reasonable incidental to or associated with the position held.

Statement of Commitment to Child Safety and Wellbeing

Queenwood is dedicated to creating a safe and child-friendly environment for all children and young people in our care. We emphasise a zero-tolerance policy for child abuse and harm, prioritising the best interests of students and their safety. The School is fully committed to complying with child protection laws and regulations, and we aim to foster a child-safe culture. Every member of the school community is responsible for ensuring the wellbeing and safety of all students, with a focus on keeping students' safety paramount in all their actions and decisions.

Applications

Please email applications and/or send enquiries to: employment@queenwood.nsw.edu.au

The successful applicant must be legally permitted to work in Australia and hold a valid working with children clearance.

Applications should include:

- Your WWC number
- Resume & cover letter addressing the criteria / position requirements.
- Queenwood Non-Teaching Staff Application Form
- Copy of your first aid certificate
- Your email address
- Names and phone numbers of three confidential referees

Please note that as part of our recruitment process, all prospective candidates are subject to rigorous background, qualification and employment checks, including the verification of references.