
Role Description

Rowing Coach & Boat Person

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The Rowing Coach and Boat Person is responsible for the coaching of all Squads in the Queenwood School Rowing Program, as well as general boat maintenance / transport.

Location

Duties will predominantly be undertaken at the Queenwood School Rowing Shed, Pearl Bay, Mosman as well as at 44 Mandolong Rd, Mosman and at other venues when required.

Reporting Relationships

The Rowing Coach and Boat Person reports ultimately to the Principal but directly to the Director of Rowing and to the Director of Sport.

Hours of work

Permanent part-time position (20 hours per week, Monday to Friday), with additional casual hours during the rowing season (October–April). Weekend and public holiday work will be required. As the work is primarily during term time, annual leave is to be taken outside term time.

Duties and Responsibilities

- Senior and Intermediate (years 10,11 and 12), rowing coaching and fitness training duties for Term 4 and summer holidays, and coaching and fitness training duties for Term 1 once crews are selected;
- Year 9 rowing coaching and fitness training duties for Term 4, summer holidays and Term 1;
- Year 8 rowing coaching and fitness training duties for Term 4, summer holidays and Term 1;
- Organising and conducting individual goal-setting meeting with Senior and Intermediate (years 10,11 and 12) rowers at start of season, as well as follow up meetings throughout season.
- Supervising and Coaching at all Rowing Training Camps, including:
 - Preseason Camp in October (3 days)
 - Mini Camp at End of Term 4 (3 days)
 - Senior Rowing Selection Camp (6 days)
 - Junior Rowing Selection Camp (4 days)
- Attending and coaching at all regattas during the rowing season, including boat loading and unloading of trailer;
- Sending video coaching feedback via email to every rower and their parents on a regular basis throughout the rowing season
- Maintenance and repair of all rowing equipment throughout the off-season
- Ongoing maintenance of equipment and outboard motors throughout the season
- Winter rowing coaching in Term 2
- Learn to Row coaching in Term 3
- Pre-season coaching in Term 3 and Term 3/4 holidays

Key Competencies

- Level 2 or higher qualified Rowing Coach;
- Current NSW Marine Licence;
- 5+ years' experience coaching rowing at a competitive standard;
- First Aid and CPR Certified;
- Highly motivated and passionate about rowing and developing / maintaining one of the strongest Schoolgirl rowing programs in Australia;
- A positive influence on the overall culture and philosophy of the Queenwood Rowing Program.

Personal Attributes

- Strong commitment to the development of physical activity in girls, and a view of rowing as one avenue of this increased physical activity;
- A sensitive but confident approach in dealing with persons of all ages;
- Excellent communication skills and the ability to respond flexibly, calmly and authoritatively in unplanned and complex situations;
- Good organisational, planning skills and attention to detail;
- Outstanding work ethic;
- Initiative, perseverance, reliable and responsible;
- Ability and willingness to evaluate and critically reflect upon own professional practice.

Concluding Remarks

This position description gives 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.

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.

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

Applications should include:

- Working with Children Number
- Resume & cover letter addressing the criteria / position requirements
- Queenwood Non-Teaching Staff Application Form
- Your email address
- Names and phone numbers of three confidential referees

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

Applications will be reviewed as they are received, and interviews may be scheduled at any time during the recruitment process. Queenwood reserves the right to close applications and/or withdraw the advertisement at any stage should a suitable candidate be identified.

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.