



POSITION DESCRIPTION

Revision date:

Dec 2017

Prepared by:

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Position Title:	Lead Physical Preparation Coach – Athletics
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Program/Dept:	Performance Services Team	Reports to:	Sp Sci /Physical Preparation Manager
Functional Budget	N/A	Direct Reports:	None
Location/s:	VIS and Sports Venues as required		
Employment Status:	Full Time or Part Time (0.8FTE) – contract to Dec 2020		

Primary Purpose of Position

The Lead Physical Preparation Coach for Athletics is responsible for the physical preparation of athletes within the program. The position is primarily aimed at achieving the following goals:

- a) Supporting VIS scholarship athletes improve their sporting performances
- b) Supporting the Performance Coordinator & athletics coaches to achieve their program KPI's
- c) Work with VIS / AA sports science and medicine staff to provide an inter-disciplinary approach to making a performance impact

Responsibilities and Measures

Task	Measures and Outcomes
1. Demonstrate leadership in the area of physical preparation of the VIS Athletics program.	Feedback from the Sp Sci/PP Manager and Athletics Performance Coordinator
2. Provide the highest level of technical S&C coaching to the athlete and sports	Regular coaching sessions conducted, and assessment by Sp Sci/PP Manager
3. Design physical preparation plans and programs for VIS sports and individual scholarship athletes	Production of training plans and programs
4. Liaise with coaches and relevant VIS support staff to design, implement and evaluate individualised training programs	Monitoring of key physical determinants to performance
5. Attend regular meetings with coaches and VIS support staff to discuss progress of individuals and teams with relation to performance, injury prevention and athlete rehabilitation	Contribution to developing best practice
6. Develop and maintain strong professional relationships with other coaches within PP, sports coaches and other athlete service providers	Robust relationships with key staff. Feedback from coaches and other members of staff
7. Collect and maintain physical preparation data	Training programs, training completed

8. Preparation of regular reports on the progress of scholarship holders and sport programs	Monthly reports on athlete progress
9. Maintain equipment and resources to maintain quality assurance in accordance with National Sports Science Quality Assurance (NSSQA) guidelines	Contribution to PP Quality Assurance protocols and procedures.
10. Contribute to athlete and coach education via presentations in workshops and seminars	Workshops completed, feedback from coaches and athletes.
11. Represent the PP dept in multi-disciplinary forums	Feedback from key support staff
12. Work independently and as part of the PP team to ensure VIS adopts cutting edge practices, in athlete preparation, coaching planning and evaluation physical preparation services	Innovation to produce a performance impact – feedback from Sp Sci / PP Manager and sports coaches

General Performance Indicators	
Objectives	Measures and Outcomes
Improvements in the physical conditioning of scholarship athletes	Qualitative and quantitative physical tests and monitoring
Improvements in athlete performance as a direct result of their conditioning program	Feedback from the coach and athlete
Quality of the daily training environment and athlete support programs	Annual review of the program
Co-ordinated development of individual and squad programs	Evidence of a structured quality program planned and delivered

Relationships	
With	Purpose
Sports Science / Physical Preparation Manager	Oversee day to day delivery of the physical preparation program and development of individual athletes
Athletics Victoria Performance Coordinator	Delivery of S&C services to meet Individual Athlete Plan needs
Sports Coaches	Provide a performance impact
Physical Preparation Coaches	Best practise of the PP unit
VIS / Athletics Service Providers	Integrated approach to performance impact and best practice

Core Competencies* & Personal Qualities			
Essential			
Competencies			Qualities
Time Management	Interaction	Job	Passion for sporting achievement
Innovation	Communication	Skill/Knowledge	Personal commitment to excellence
Collaboration	Flexibility	Planning	Contribution to high performance culture
	Athlete Welfare	Attention to Detail	

Desirable	
Competencies	Qualities
Vision	Daring to challenge the status quo

* See 'Job Description – Core Competencies' table for description of individual competencies

Qualifications
Essential
Sport Science degree or equivalent
ASCA Professional Coach Accreditation
Current Drivers Licence
Current Victorian Working with Children Check (must be in place before employment commences)
Current First Aid qualification
Desirable
MSc Strength and Conditioning or Exercise Science

Experience and Skills
Essential
A minimum of four year's experience coaching elite athletes, with demonstrated experience working with podium or podium potential level athletes. The ability to design, plan and deliver training programs to meet high performance objectives.
Excellent interpersonal and communication skills, time management and planning skills
Demonstrated track record of improving athletic performance through PP coaching
Proven experience of working within an integrated program environment
A highly developed understanding of the principles of physical preparation and high performance sport
Desirable
Ability to work in collaboration with and assist club coaches to optimise athlete development
Ability to contribute to the development of the VIS high performance culture and environment

Memberships and Associations
ASCA membership



PHYSICAL PREPARATION COACH

JOB DESCRIPTION - CORE COMPETENCIES

No	Competence	Description
1	Innovation	Continually employs originality and inventiveness to generate new ideas, alternatives, processes and solutions; always challenges the status quo
2	Collaboration	Has a complete understanding of their role within their own and associated organisations; effectively collaborates within and outside the organisation to achieve common goals
3	Interaction	Demonstrates exceptional ability to achieve results through effectively working with others; always sensitive and responsive to the needs and views of others; excellent at establishing goodwill and win-win relations
4	Communication	Extremely efficient in the clear expression of both written and verbal communication; always able to structure ideas in an articulate manner and adapt the message to the audience; ensures that the message is understood
5	Flexibility	Complete understanding of how to manage change and help others through the transition; adapts personal style to the individual and the demands of the situation
6	Athlete Welfare	Demonstrates a sincere commitment to meeting relevant athlete needs; intrinsic desire to help others; ensures problems are solved as soon as possible
7	Job Skill/ Knowledge	Always displays a complete and extremely high level of knowledge and skills specific to all areas of responsibility and tasks of their position
8	Planning	Demonstrates sound project planning, management and scheduling skills; always prioritises work and understands project details; always able to assess, evaluate and select the required resources
9	Attention to Detail	Can always be relied upon to produce completely accurate data and documentation; attention to detail is never compromised
10	Time Management	Extremely good at prioritising time and resources in maximising effectiveness; constantly looking for indications that resources and time are not being used to best advantage; deadlines are always met