
South West Sydney Academy of Sport BMX Program



Position Title: *SWSAS BMX Head Coach*

Responsible to: *SWSAS Sports Program Manager*

Primary purpose of position

The Head Coach is primarily responsible for the design and delivery of the SWSAS Program with the aid of other program staff. The Head Coach will coordinate all involved program staff (Assistant Coaches, Trainee Coaches and Squad Managers) to deliver a program that develops athletes both in an athletic and personal development context.

Organisational Context of Position

The South West Sydney Academy of Sport was established to provide talent development opportunities for identified athletes. To do this the Academy offers holistic programs which are focused on individual athlete and coaching staff development.

Key responsibilities of the Head Coach

- Plan and deliver coaching sessions with a focus on the development of talented riders
- Deliver session plans to coaching staff prior to each session
- Conduct a minimum of three planning / evaluation meetings (pre, mid, and post program) involving all Program Staff and Academy Sports Program Manager.
- Participate in the selection process and assist with making the squad selections
- Ensure session start on time and finish on time
- Ensure that an appropriate level of duty of care is maintained at all Academy activities
- Attend all programmed squad sessions, including training, event days, sports education sessions, official Academy functions and staff meetings
- Establish a sport science testing program that is consistent with the protocols used by the state sporting body.
- Provide a written report for the Annual Review.
- Monitor and review competition results with squad members and coaches and look for ways to improve performance.
- Arrive at all sessions 15 minutes prior to session commencement

Training, Qualifications, and Experience

- Minimum level 1 coaching accreditation (or equivalent), with level 2 accreditation preferred
 - Experience working as part of a small multi-disciplined team delivering a sport program
 - Experience working as a development coach
 - Experience leading and managing a team of staff is preferred
 - Ability to critically analyse, research and solve problems
 - Highly developed communication skills
 - Preparedness to work within the Academy's guidelines is essential
 - Current 'Working with Children Check' approved volunteer
 - Minimum Volunteer Membership to BMX Australia
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South West Sydney Academy of Sport BMX Program



Position Title: *SWSAS BMX Squad Manager*

Responsible to: *SWSAS Sports Program Manager*

Primary purpose of position

The Squad Manager is primarily responsible for the management of the SWSAS program, ensuring that always, the Academy's professional image is maintained. The Squad Manager will also be expected to be involved in the evaluation of the program and the reporting process.

Organisational Context of Position

The South West Sydney Academy of Sport was established to provide talent development opportunities for identified athletes. To do this the Academy offers holistic programs which are focused on individual and coaching staff development.

Key responsibilities of the Squad Manager

- Maintaining an accurate register of the attendance of players and staff
- Maintaining an accurate register of the player 's uniform policy
- Correspond regularly with scholarship athletes
- Correspond regularly with the Sports Program Manager
- Distribute information as requested by the staff at SWSAS
- Maintain a regular dialogue with athletes and staff regarding upcoming activities
- Report all issues and concerns by players or parents to the Sports Program Manager
- Ensure athletes maintain the standards expected of them by the Academy in relation to attitude, communication, returning paperwork, correct uniform, etc
- Ensure that copies of all correspondence are forwarded to the Academy
- The Squad Manager is the emergency contact for parents during activities and it is the athlete's contact when experiencing difficulties attending a session
- Ensure adequate food and water supplied on training camps
- Ensure that an appropriately maintained first aid kit is present at all Academy activities
- Attend all programmed squad sessions, including training, game days, sports education sessions, official Academy functions and staff meetings
- Ensure that an appropriate level of duty of care is maintained at all Academy activities
- Arrive at all sessions 15 minutes prior to session commencement

Training, Qualifications, and Experience

- Formal training (e.g. Level 1 Sports Administration) or a professional background in administration is preferred
 - Volunteer Member of BMX Australia
 - Level 1 Officiating Accreditation by BMX Australia
 - Experience working in the role of Manager / Administrator
 - Experience working as part of a small multi-disciplined team delivering a sport program
 - Ability to critically analyse, research and solve problems
 - Highly developed communication skills
 - Preparedness to work within the Academy's guidelines/policies is essential
 - Current 'Working with Children Check' approved volunteer
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South West Sydney Academy of Sport BMX Program



Position Title: SWSAS BMX Assistant Coach

Responsible to: SWSAS BMX Head Coach

Primary purpose of position

The Assistant Coach is primarily responsible for helping to deliver the SWSAS Program with the aid of other program staff. The Assistant Coach will assist all involved program staff (Head Coach, Assistant Coaches, Trainee coaches and Squad Managers) to deliver a program that develops athletes both in an athletic and personal development context.

Organisational Context of Position

The South West Sydney Academy of Sport was established to provide talent development opportunities for identified athletes. To do this the Academy offers holistic programs which are focused on individual athlete and coaching staff development.

Key responsibilities of the Assistant Coach

- Assist the Head Coach with the delivery of the planned training sessions
- Assist the Head Coach to ensure sessions run on time and finish on time
- Assist with all aspects of the duty of care of athletes at all Academy activities
- Act as the Head Coach when/if the Head Coach is absent
- Aid as directed by the Head Coach
- Attend all programmed squad sessions, including training, game day/s and Athlete Education session and official SWSAS functions
- Staff to arrive at training 15 minutes prior to training sessions commencing

Training, Qualifications, and Experience

- Minimum Club level coaching accreditation (or equivalent), with level 1 accreditation preferred
 - Experience working as part of a small multi-disciplined team delivering a sport program
 - Experience working as a development coach
 - Experience leading and managing a team of staff is preferred
 - Ability to critically analyse, research and solve problems
 - Highly developed communication skills
 - Preparedness to work within the Academy's guidelines is essential
 - Current 'Working with Children Check' approved volunteer
 - Minimum Volunteer Membership to BMX Australia
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South West Sydney Academy of Sport BMX Program



Position Title: *SWSAS BMX Trainee Coach*

Responsible to: *SWSAS BMX Head Coach*

Primary purpose of position

The Trainee Coach is primarily responsible for assisting the Head/Assistant Coach with implementation and management of the SWSAS Program.

This position is ideal for a candidate looking to achieve the next level of accreditation in BMX, with experience not being essential; more so a willingness to support the development of program athletes whilst accumulating the skillset required, advancing on the coaching pathway.

Organisational Context of Position

The South West Sydney Academy of Sport was established to provide talent development opportunities for identified athletes. To do this the Academy offers holistic programs which are focused on individual athlete and coaching staff development.

Key responsibilities of the Trainee Coach

- Observe and engage in Academy activities under the supervision of the Head/Assistant Coach
- Attend all programmed squad sessions, including training, race day/s and Athlete Education session and official SWSAS functions
- Staff to arrive at training 15 minutes prior to training sessions commencing

Training, Qualifications, and Experience

- Willingness to attain level 1 accreditation (or equivalent)
 - Preparedness to work within the Academy's guidelines is essential
 - Current 'Working with Children Check' approved volunteer
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