

POSITION DESCRIPTION

Job Title:	VIS Diving Head Coach
Sport:	Diving
Team/ Department:	VIS Performance Team
Location:	VIS, Albert Park; Melbourne Sports and Aquatic Centre and/ or other locations as may be required by the program
Reports to:	VIS Performance Manager (Podium)
Date of Effect:	16/09/2021 - Full time 3 year contract (31/12/2024) - refer to Enterprise Agreement for terms and conditions

Environment	The VIS Diving Program operates in a partnership with Diving Australia (DA) and Diving Victoria (DV) to deliver the high performance daily training environment for Diving in Victoria. The program is primarily delivered through the VIS and Melbourne Sports and Aquatic Centre in the Albert Park precinct.
--------------------	---

Primary Job Purpose	<p>The VIS Diving Head Coach is a leader of and a key contributor to the overall development and implementation of the VIS Diving Program. The major focus of this position is to:</p> <ol style="list-style-type: none"> a) Provide hands on coaching to the athletes selected into the VIS Program b) Oversee the VIS Diving Program so that it operates as a World Class program in line with direction provided by DA Melbourne Pillar National Coach c) Direct the support providers for the diving program d) Working with DA and DV to ensure the Diving program complements the national and state underpinning direction of the sport e) Develop and work with the VIS Program athletes to ensure their ultimate selection to the DA National Squad & Teams f) Prepare the athletes for elite level competition and ultimately international success g) Assist DA with identifying athletes for possible inclusion in the VIS Program and providing guidance to DV coaches around such athletes
Job Responsibilities	<ul style="list-style-type: none"> • Implement and provide leadership to the VIS Diving Program in line with the DA National Performance System • Design and conduct an elite diving program for the VIS squad incorporating a daily training environment that will expose elite development athletes to the physical and mental loads required to compete successfully at international level

	<p>as part of an effective DA Elite Athlete Pathway culminating in the DA National Team.</p> <ul style="list-style-type: none"> • Report on a regular basis to the VIS Performance Manager regarding program implementation and the development of individual athletes within the VIS program • Plan and co-ordinate designated support services to the program • Manage the Diving program budget in consultation with the DA National Coach (Melbourne) and VIS Performance Manager and perform administrative tasks as required • Maintain effective communication with athletes, administrators and parents • Identify athletes and contribute to the selection process of athletes in accordance with DA selection policies. • Ensure technological advances and dry land facilities are used to enhance the quality of the daily training environment • Provide six monthly reports to the Program Management Group • Undertake national and state coaching • Liaise with DA and DV to oversee the development the Talent Identification and Talent Development (TID) program • Mentor, monitor and evaluate any contracted coaches assisting with the diving program, and assist with the delivery of coach education and elite technical direction to the coaches in Victoria • Service provider, practitioner, coach level: • Actively promote, support, and implement the National Quality Standards and AIS Best Practice Guidelines, to give confidence that athlete performance data collected and used to inform decisions is valid, accurate, reliable and comparable nation-wide.
People Management	No direct reports, however, provide coaching and mentoring to other staff as required.
Budget Management	Yes, full cost centre accountability for the VIS Diving Program Budget

Job Holder Capabilities

Qualifications and Experience	<p>Required qualifications/ experience</p> <ul style="list-style-type: none"> • Level II NCAS Diving Qualification (or overseas equivalent) • Current Victorian Working with Children Check (must be in place before employment commences) • Successful completion and currency of Level 1 & 2 Sport Integrity Australia (SIA) accreditation
--------------------------------------	--

	<ul style="list-style-type: none"> • Successful completion of SIA "Keep Sport Honest" Anti-match fixing education components • Relevant high performance coaching experience with a minimum of five years recent diving coaching experience at senior national or international level • Demonstrated experience in planning, organizing and implementing a comprehensive training program for elite development athletes • Proven record of success in coaching junior and senior divers at the national or international level • Understanding of the concepts of sport science, sport medicine and physical preparation, and the ability to apply to the daily training environment • High level of self-motivation and ability to work as part of the VIS team • Ability to work within the guidelines set by DA as part of the National Performance System • Ability to motivate athletes and use personal initiative in gaining an expected level of performance • Well-developed interpersonal skills, including the ability and desire to consult, negotiate and build collaborative relationships with existing and potential program partners • Current First Aid & CPR qualification <p>Desirable qualifications/ experience:</p> <ul style="list-style-type: none"> • Graduate qualification in a sports related field • Technical knowledge of principles of diving including techniques, dry land training, advanced skills in harness and spotting, coaching trends and international developments • Proven ability to manage, supervise and provide leadership to club coaches • Ability to contribute to the development of the VIS high performance culture and environment • Experience and ability in dealing with volunteers and parents
<p>Key Behaviours/ Competencies</p>	<p>Leadership Demonstrates exceptional ability in setting a vision/goals and influencing and inspiring others to achieve this vision; always brings out the best in others</p> <p>Decision Making Displays an exceptional ability to evaluate relevant information, compare options and select the optimum alternative; looks beyond the obvious and superficial to analyse all possible risks and outcomes; learns from previous mistakes</p> <p>Innovation Continually employs originality and inventiveness to generate new ideas, alternatives, processes and solutions; always challenges the status quo</p> <p>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</p>

	<p>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</p> <p>Athlete Welfare Demonstrates a sincere commitment to meeting relevant athlete needs; intrinsic desire to help others; ensures problems are solved as soon as possible</p> <p>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</p> <p>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</p> <p>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</p>
<p>Key Working Relationships:</p>	<p>VIS Performance Manager</p> <p>DA National Coach (Melbourne Pillar)</p> <p>Diving Australia, through regular communication and contact with the Performance & Pathways General Manager</p> <p>Diving Victoria through regular communication with the State Executive Officer</p>

Note:

This position requires a clearance/s to work with children which is an essential component of this role and therefore to continuing employment. PLEASE NOTE: It is your responsibility to obtain the appropriate licence.

- This position is required to travel domestically and/or internationally.
- This position requires weekend work, or outside ordinary work hours.

Working with Children

As part of your duty, you must recognise that children and young people require special care and attention in order to feel safe and you will be committed to protecting and prioritising the safety of children and young people involved in VIS programs and services.

Citizenship/Visa

You must be an Australian citizen, have permanent residency status or a visa permitting you to work in Australia. You are required to notify the VIS if your right to work in Australia ceases.

Our Diversity Message

The Victorian Institute of Sport supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Our Culture Message

How you do your job is important to us. All staff at the Victorian Institute of Sport are committed to consistently act in ways that reflect what we believe in, what we stand for and our commitment to Australia and each other. Our values of excellence, courage, passion, community, simplicity and success underpin how we deliver, lead and manage people and relate to each other and our stakeholders.

The collage consists of six panels, each with a title and an image:

- EXCELLENCE** (blue background): A sprinter in a green and yellow uniform running on a track. Text: "We all lead by example and strive to be ahead of the game".
- COURAGE** (orange background): A ski jumper in mid-air against a black sky. Text: "We are relentless in facing challenges head on".
- PASSION** (blue background): Two female athletes embracing. Text: "We bring energy and excitement to everything we do".
- COMMUNITY** (light blue background): A large group of people, including athletes and staff, posing together. Text: "We see the potential in everyone and support each other to collectively do amazing things".
- SIMPLICITY** (orange background): A person rowing a boat on a body of water with a city skyline in the background. Text: "We work on small things each day which allow us to reach our goals".
- SUCCESS** (blue background): A collage of athletes celebrating, including a woman in a yellow jacket and a man in a blue shirt. Text: "We strive for greatness and celebrate success".

Our Safety Message

The Victorian Institute of Sport wants to be a safe environment for all. We actively undertake measures to ensure the safety of children and young people, athletes and vulnerable people in our physical, digital and cultural environment.