



POSITION DESCRIPTION

Review Date: July 2020

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| Position Title: | VIS Performance Psychology Lead |
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| Incumbent: | New Position |
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| Program/Dept: | Performance Services Team | Reports to: | Performance Lifestyle Manager |
| Functional Budget | NA | Direct Reports: | VIS Psychologists |
| Location/s: | VIS (Lakeside Stadium, 33 Aughtie Drive, Albert Park, Melbourne) and sports venues as required. | | |
| Engagement Status: | Consultant contract. 1 year contract (renewable) | | |

Primary Purpose of Position

The VIS Performance Psychology Lead will primarily be responsible for establishing the direction of the VIS Performance Psychology service. The role will involve:

- the development of the VIS Performance Psychology strategic plan
- the establishment and leadership of the VIS Performance Psychology network
- the development of an approach to upskill VIS coaches and support staff with regards to contemporary Performance Psychology and how this will impact VIS sport programs
- delivery of Performance Psychology services to VIS Sport Programs where required

The successful applicant will play a key role in collaboration with key stakeholders, in having the VIS Performance Psychology service aligned to an overall proactive model providing key outcomes for VIS Sports programs and athletes.

Responsibilities and Measures

| Task | Measures and Outcomes |
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| 1. Lead and develop, in collaboration with the Performance Lifestyle Manager and Performance Management Team, the Performance Psychology pro-active strategy for the VIS. | Strategic planning documents finalised as per prescribed deadlines and actions implemented on time and within budget. |
| 2. Lead and co-ordinate the Performance Psychology services across the VIS. | <ul style="list-style-type: none"> • Servicing in place to deliver sport program objectives effectively and in a timely manner. |

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| | <ul style="list-style-type: none"> • VIS Sports Programs are aligned with the most appropriate Performance Psychologist to deliver program objectives, which is reflected via staff/athlete feedback. • VIS Performance Psychologists are working as part of an interdisciplinary team to deliver outcomes for VIS Sports Programs. • VIS Performance Psychologists carrying out their roles professionally and in-line with the APS (Australian Psychology Society) code of ethics. Also within the scope/requirements outlined in the AIS SSSM Best Practices and Principles Framework. • Agreements in place that reflect the roles and responsibilities of each VIS Performance Psychologist. |
| <p>3. Deliver professional development sessions to VIS Performance Psychologists, VIS Sports programs, coaches, Sports Science & Physical Preparation Staff & Performance Services Teams with regards to Performance Psychology topics/matters that will impact performance and wellbeing.</p> | <p>Relevant information distributed to assist key stakeholders to operate their programs effectively using various communication methods.</p> <p>Positive evaluations from participants attending sessions and feedback from stakeholders.</p> |
| <p>4. In collaboration with the VIS Head Coaches, Program Managers and other VIS Performance Service providers, develop a strong culture of integration and information sharing that will benefit VIS Sports program, coach and athlete development/performance and staff engagement.</p> | <p>Assessment by Performance Lifestyle Manager and feedback from Head Coaches/Program Managers and other VIS program staff.</p> <p>Connection and collaboration with key stakeholders within VIS.</p> |
| <p>5. Where appropriate, deliver Performance Psychology services to specific VIS sports programs.</p> <p>*Hours for this will be additional to the Performance Psychology Lead role.</p> | <p>Feedback from Head Coaches/ Program Managers.</p> <p>The balance of delivery and leadership duties is such that the attainment of strategic objectives is being achieved.</p> |
| <p>6. Work with AIS Psychology Lead, AIS AW&E Mental Health and National Sporting Organisations and NIN Psychologists to ensure that there is strategic alignment with the Sports and National initiatives.</p> | <p>Strong partnership with AIS Psychology lead, AIS AW&E Mental Health Lead and NSO Psychologist Leads.</p> <p>Maintain regular dialogue and information flow with the AIS, NSO and NIN Psychology leads.</p> |
| <p>7. Implement and review policies and procedures that relate to VIS Performance Psychology.</p> | <p>Policies are reviewed and updated as per assigned timelines with communication and education strategies in place for implementation.</p> |
| <p>8. Other duties as directed.</p> | <p>Tasks completed.</p> |

| General Performance Indicators |
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| The successful leadership and management of the VIS Performance Psychology service measured by the ability to set clear direction, achieving defined outcomes, and delivery of work leading services resulting in a performance impact in athletes. |
| Ability to work within a team environment and to relate with coaches, athletes and staff. |
| Seeking continuous improvement in the outcomes of the services through critical evaluation and implementation of agreed actions resulting in improved service delivery. |
| Effective relationships established with VIS Sports Programs and VIS Performance Psychology service providers. |
| Effective relationships established with AIS, NIN and NSO's to collaboratively develop National strategies and approaches in Performance Psychology. |

| Relationships | |
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| With | Purpose |
| VIS Performance Management Team | Strategic alignment and delivery of the VIS Performance Psychology strategy. |
| VIS Program Coaches and Managers | To ensure that the service being delivered supports the overall development and performance of the VIS Sports program, coaches and athletes. |
| VIS Performance Psychologists contractors/practitioners | To ensure VIS has a network of Performance Psychologists who are aligned to the VIS Psychology service delivery strategy. |
| VIS Performance Service Teams | Integrated approach as part of an Interdisciplinary team. |
| AIS, NIN and NSOs | To ensure alignment with regards to strategic direction. |

| Core Competencies* & Personal Qualities | | | |
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| Essential | | | |
| Competencies | | | Qualities |
| Leadership | Collaboration | Communication | Passion to provide quality service |
| Teamwork | Vision | Decision Making | Personal commitment to excellence |
| Planning | Attention to Detail | Flexibility | Confidentiality |
| Athlete Wellbeing | Ethics | Reflection | Passion for sporting achievement |
| Job skill - knowledge | People development | Initiative | Contribution to high performance culture |
| Accountability | Problem Solving | Interaction | |
| Desirable | | | |
| Competencies | | | Qualities |
| Innovation | | | Daring to challenge the status quo |

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

| Qualifications |
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| Essential |
| <ul style="list-style-type: none"> • Registered Psychologist with AHPRA (Australian Health Practitioner Regulation Agency) • Relevant Postgraduate tertiary qualification - an applied Masters or PhD in Sport Psychology (from an Institution recognised by the Australian Psychology Society) • Current First-Aid certificate • Current Victorian Working with Children Check (must be in place before employment commences) • Current Safeguarding Children Certification • Current driver's licence |
| Desirable |
| <ul style="list-style-type: none"> • Endorsement with the College of Sports and Exercise Psychology - Australian Psychology Society |

| Experience and Skills |
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| Essential |
| <ul style="list-style-type: none"> • A minimum of seven years' experience in the provision of and application of Psychology services • A minimum of two years' experience working in a sporting high performance environment as a Performance/Sports Psychologist • Demonstrated knowledge of Performance Psychology current practices • Experience in strategic planning, preparing reports and coordinating service delivery • Proven experience of working within an interdisciplinary sporting program environment • Demonstrated ability to provide appropriate Performance Psychology support, including individualised case management • Awareness of the contemporary issues relating to athletes within high performance sport • Experience in workshop delivery and development of educational material for Sports Interdisciplinary teams and athletes • Experience in managing, leading and supporting personal/professional development of staff • Demonstrated ability to exercise sound judgement, observe confidentiality and use discretion and initiative • Demonstrated ability to work within a team as well as the ability to work independently with a high level of personal initiative and autonomy • High level communication, planning and organisational skills • Proven personal and professional skills related to dealing with a variety of stakeholders • Demonstrated knowledge of the use of Microsoft Office suite of programs and other athlete management suites |
| Desirable |
| <ul style="list-style-type: none"> • Experience using the Smartabase AMS platform • Solution focused and a creative problem solver • Experience with public speaking and development of educational material • Positive and optimistic approach • Ability to contribute to the development of the VIS high performance culture and environment. |

VIS PERFORMANCE PSYCHOLOGY LEAD

JOB DESCRIPTION – CORE COMPETENCIES

| No | Competence | Description |
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| 1 | Leadership | Demonstrates exceptional ability in setting a vision/goals and influencing and inspiring others to achieve this vision; always bring the best out in others. |
| 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 | 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. |
| 4 | Decision Making | Displays an exceptional ability to evaluate relevant information, compare options and select the appropriate alternative; looks beyond the obvious and superficial to analyse all possible risks and outcomes, learns from previous experiences and outcomes. |
| 5 | 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. |
| 6 | Athlete Wellbeing | Demonstrates a sincere commitment to meeting relevant athlete needs: intrinsic desire to help others; ensures problems are solved as soon as possible. |
| 7 | Teamwork | Displays a willingness to work with others towards a common goal; highly motivated to achieve the objectives of the team; builds team spirit and motivates the team. |
| 8 | Attention to Detail | Can always be relied upon to produce completely accurate data and documentation; attention to detail is never compromised. |
| 9 | 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. |
| 10 | People development | Naturally adopts a mentor role; creates an atmosphere of constructive challenge; encourages regular performance appraisals; strongly believes in the benefits of training and coaching. |
| 11 | Vision | Continually seeks ways to improve both individual and organisational performance in order to influence the organisation's future; communicates this vision to others; always expresses the vision through behaviour and applies it in practice. |
| 12 | 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. |
| 13 | Reflection | Demonstrates the ability to reflect on a body of work carried out as well as the athlete's progress or lack thereof. |
| 14 | Ethics | Always treats superiors, athletes and colleagues with honesty, respect and fairness; makes decisions within an ethical context; always protects values, confidentiality and organisational information where appropriate. |
| 15 | Initiative | Enthusiastic and energetic self-starter; seeks greater responsibilities; originates actions rather than responding to events. |

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| 16 | Accountability | Always takes personal responsibility for the results of their individual and/or team's performance; sets superior standards of performance for self and others to ensure the fulfilment of targets. |
| 17 | Problem Solving | Always able to identify and solve problems in a timely manner; continuously evaluates alternatives to achieve solutions; recognises, tracks and reports problems; serves as a project leader for problem solving. |
| 18 | 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. |
| 19 | Innovation | Continually employs originality and inventiveness to generate new ideas, alternatives, processes and solutions; always challenges the status quo. |