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|  | <h1>Eltham Calisthenic College</h1> | | Approval Date: | April 2021 |
| | | | Review Date: | April 2024 |
| | <h2>Principal Coach Position Description</h2> | | Version No: | 01 |
| Approved By: | Name: | Signature: | | |
| President: | Karen Beer | | | |
| Vice-President: | Danette Wilson | | | |

Principal Coach

The role of the Principal Coach:

- ◆ Ensure all members receive high quality coaching in their chosen sport of calisthenics.
- ◆ Provide leadership and a supportive and positive environment for coaching staff.
- ◆ To be an advocate of the child safe standards.

Qualifications:

- ◆ Level 1 or 2 Calisthenics Coach

Desirable Attributes:

- ◆ Be able to work collaboratively with other committee members.
- ◆ Have good communication skills both verbal and written.
- ◆ Be a good listener and attuned to the interests of members and other interest groups.
- ◆ Be a good role model and a positive image for the club in representing the committee in other forums.
- ◆ Be a competent public speaker.

Specific duties include but are not limited to:

- ◆ Set class times and days for each section.
- ◆ Appoint coaches, assistant coaches, cadets and class assistants to each section. Seek expressions of interest in all coaching positions and make appointments based on factors such as experience, level of competence and availability.
- ◆ During the year, regularly attend classes of all sections and provide feedback and advice to the coaches, assistant coaches, cadets and class assistants.
- ◆ Assist and advise coaches, assistant coaches on choreography if requested.
- ◆ Oversee Coaches of each Section, with picking of teams.
- ◆ Oversee the professional development of all coaching staff and ensure they are aware of available training to continue to meet the VCCA requirements.

- ◆ Be available to assist other coaches at competitions if needed.
- ◆ Organise skills classes and exams. Appoint coaches to the different class levels and promote skills to pupils.
- ◆ Assist with the Club Concert – Concert Program
- ◆ Assist with the Presentation Night
- ◆ Assist with the Solo Concert.
- ◆ Take enquiries from potential members and provide them with information about the club.
- ◆ Attend quarterly committee meetings and provide a report on coaching.
- ◆ Organise Coaches meetings
- ◆ Deal with grievances as they arise. (in accordance with Grievance Policy).
- ◆ Adhere to the ACF Coaches Code of Ethics.
- ◆ Demonstrate a commitment to the Child Safe Standards.
- ◆ Writing up new Policies for the Club
- ◆ Updating of Club Policies