

POSITION DESCRIPTION:	CSI – Primary School Coach Activator
PREPARED:	January 2019
SUPERIOR POSITIONS:	Primary School Lead Primary School Coordinator
TERM:	8 month contract (May-December 2019)
HOURS:	25 hours per week – flexibility during School holidays

RELATIONSHIPS EXTERNAL

Principals, Teachers, Secondary School Sports Departments, Coaches, Parents, Volunteers, Clubs, Regional Sporting Organisation, others.

RELATIONSHIPS INTERNAL

Primary School Lead
Primary School Coordinator
Regional Sports Director
Community Coaching Advisor

PURPOSE OF THE POSITION

Building resource and support to community coach development into primary school space

Developing a champion(s) within the primary school communities.

Create and enhance relationships in the community between primary and clubs/RSO in the school area.

Support primary school coaches and link with Community Coaching Advisor

Key Tasks

Overall

Lead and support schools to create a positive sport/physical activity participation culture

Initiate and develop wider community relationships

Lead and work collaborately with the School, staff member(s), parents and/or volunteers , to deliver key actions from the primary school Funskills plan.

Coach Development

Liaise with selected schools to determine what participation opportunities are needed.

In collaboration with the primary school community, organise, facilitate and deliver sport/physical activities opportunities to children.

Ensure that the selected school sport policy aligns with the participation philosophy and a values-based approach

Develop and communicate available resources, tools and good practice templates for the school community

Provide quality assurance on KiwiSport delivery sessions and facilitate support where required

Systems, Processes and Reporting

Encourage and support schools to identify and implement good practice in the areas of participation, coach development/retention and communication when required

Collect data from sessions for KiwiSport and Harbour Sport reports

Ensure all relevant reports are current and up-to-date

Harbour Sport

To meet with the CSI Primary School Coach as required

To report regularly to the CSI Primary School Coach for input into the Harbour Sport Board, Council and Sport New Zealand reports

Attend monthly meetings and termly upskilling (when required)

Qualifications:

- A tertiary qualification in Sport, Coaching, Sports Management, Physical Education or related field would be beneficial.

Personal Attributes:

- Experience working in the sport recreation/education and coaching sector
- A knowledge of the Fundamental Movement Skills
- Understanding of holistic and long term athlete development theory and practice development
- Understanding of national/international philosophy on athlete centred coaching
- Sees challenges as opportunities to improve and overcome
- Understanding of child and adult learning needs
- Is a self-starter with a 'get up and go' attitude
- Team player
- Leadership experience
- Ability to coach, instruct and develop relationships with organisations
- Relishes learning and improving in their role
- Understanding of and empathy with people of different ages and cultures
- Highly developed organisational skills
- Confidence in public speaking.
- Excellent oral communication skills
- Excellent facilitation skills
- The ability to think on your feet and respond to all questions or challenges you may encounter