



### Job Description Format

<b>Title:</b>	SWAS Hockey Programme Coach
<b>Responsible to:</b>	SWAS Head Coach, SWAS CEO, South West Hockey Association Board
<b>Key Relationships:</b>	Hockey WA High Performance Manager, High Performance and Coaching Committee (HPCC), State Team Coaching Staff, National Training Centre (NTC) Coach
<b>Appointment Term:</b>	To be negotiated
<b>Responsible for:</b>	Assisting the Head Coach in the formulation and implementation of the SWAS Hockey Programme
<b>Remuneration:</b>	1x Paid part-time position (To be negotiated) Voluntary Positions

#### **Selection Criteria:**

The following selection criteria are identified as being required to achieve the outcomes in the context of this position. Applicants will need to provide evidence of their capacity to transfer their knowledge and skills to achieving the outcomes of this position.

1. Youth coaching experience with a preferred level 2 coaching accreditation or higher (including relevant tertiary education), and/or prepared to work towards.
2. Previous State coaching experience is desirable.
3. Knowledge and experience of hockey development programs
4. Well-developed communication skills and the ability to build relationships with a wide range of hockey's stakeholders.
5. Organisational skills, project management abilities and sound budgeting competencies;
6. Demonstrated well developed keyboarding and computer skills including a working knowledge of databases, spreadsheets and word processing.
7. Demonstrated organisational skills with the ability to use initiative and work independently and as part of a team.
8. Demonstrated experience in administrative and general administrative duties
9. Strong negotiation and relationship-building skills;
10. Strong problem-solving and conflict resolution skills;
11. Demonstrated experience in managing people to achieve desired outcomes.



Department of  
**Local Government, Sport  
and Cultural Industries**





## ELIGIBILITY

### Essential Requirements

- Ability to be flexible and adapt
- Must hold a current driver's license
- Applicants must have a current Working with Children Check or be able to successfully apply for one to be eligible for appointment to this position.
- Relevant legal status to work in Australia

### Desirable Qualifications

- Experience in sports programs
- Has a first aid qualification
- Demonstrated experience in sports administration.

### Responsibilities:

- Support the Head Coach in providing direction and management for the delivery of the SWAS Hockey Programme
- Liaise with the Head Coach and other staff on the planning and preparation of the team program.
- Attend required meetings and reviews with the head coach and SWAS CEO/Hockey WA as required.
- Assist the Head Coach with the preparation of reports to be provided to key parties.