



POSITION DESCRIPTION

Title:	Head of Football (Australian Rules)
Department:	Sport Department
Location:	Senior Campus

Our Intent

Xavier College aspires to be world-class in all that we do. We strive to form exceptional graduates through inspiring learning experiences and our distinct Jesuit character. The individual is expected to align their actions and leadership with the Intent, our Graduate qualities and the Pillars in the Xavier College Strategic Plan **XC150**.

Our Position

The Head of Football will make a significant contribution to an aspirational and rigorous culture of educational and operational excellence at Xavier through their leadership, offered to students, parents and staff, of an exceptional football program across the College.

The role extends across technical, strategic and operational aspects of the football program, engaging with students and overseeing the coaching and development program and its delivery across all ages in the Xavier football program.

The Head of Football will work constructively with the Xavier Sport Department to ensure an aspirational, positive and relational culture is maintained across the school community. This culture is centred in the understanding of *cura personalis* – the care of the individual – and the wider values and characteristics of Jesuit education. It is driven by the desire to promote rigorous standards of educational and operational excellence, and is especially attentive to all matters of child safety.

The role requires a collaborative and engaging mindset, with empathetic and effective actions and

communication supported by good process and documentation. Quality in personal engagement and the formation of positive relationships with students, staff and parents is essential.

Core Duties and Responsibilities

The Head of Football requires a strong practical knowledge and understanding of football, the principles of effective coaching and program delivery, as well as an understanding of the Association of Public Schools (APS) competition. This role requires prior experience in leading sport/football programs, with attention being paid to the management of program operations and the development of best coaching and playing practice.

Program Development

- Establish strategic program goals and objectives for athletes and coaches that enable a sequential development of the physical, psychological, technical and tactical skills required within the Xavier Football Program
- Develop and implement AFL game sense, tactical model and specific training programs that encompasses program objectives, sequential development and learning of all players and coaches within the program
- Develop effective documentation and program materials to support and enable the acquisition of key knowledge and understanding by all coaches in the program and to enable excellent outcomes and performance
- In consultation with the Head of Sport Performance and Development (HoSPD), integrate tools and resources that can monitor training loads and athlete development
- Identify and analyse objective and subjective performance data of both players and coaches
- Mentor and provide technical feedback to students and coaches towards individual and collective practice
- Implement selection processes and guidelines for team selection that encompass performance data, programming monitoring, and bench-mark testing
- In consultation with the Head of Sports Programs and Coaching (HoSPC), recognise and acknowledge student contribution and value towards the sport
- Identify and develop student leaders and captains
- Identify and nominate students for school colours and sport awards
- Identify and align students with information and knowledge surrounding external AFL pathways to enhance their experience and opportunity for future engagement
- In consultation with the HoSPC, provide coaching development and review through education and mentoring towards all coaches and staff to enable best and effective practice
- Liaise and collaborate with the Xavier Sport Department in the coordination of athlete and program development

- Actively engaged in hands-on coaching duties with a specific team within the Football program.

Operational Management

- Lead and manage the strategic direction and program structure of the Xavier College Football Program
- Liaise and collaborate with the Xavier Sport Department in the coordination of Football Program operations and logistics
- Establish and implement effective operational and logistical processes for the Xavier College Football Program. This includes, but is not limited to the coordination and administration of
 - training
 - matches
 - camps
 - tours
- In consultation with the Head of Sport (HoS), manage and monitor the program budget, providing strategic direction towards operational costs, related towards coaching and development
- In consultation with the HoSPC allocate and manage sport coaches and sport managers to respective sport teams; organise replacement coaches/managers where required, in incidences of absence
- In consultation with the HoS, establish sound communication platforms that enable regular and timely information distribution with student, staff and the wider community
- Manage and mentor the behaviours of all staff, students and the wider Football community to uphold the standards and expectations of the College
- Produce seasonal reports and review of the program at the direction of the Xavier College Sport Department
- Liaise with the Parent Support Group (PSG) in actioning support they can provide towards the program. This includes, but is not limited to:
 - events
 - fundraising
 - Football match day functions
- Liaise and collaborate with pastoral care and health & wellbeing services within Xavier College to enable a safe and supportive environment for all students and staff
- Contribute to the life of the College outside the AFL program as required, including cross sport integration or other College environments.

Child Safety

- Manage and guide student and staff surrounding child protection and mandatory reporting within the program
- Have knowledge of the relevant laws, and the school's Code of Conduct, Child Safety and Protection Policy and Mandatory Reporting Policy, and comply with all requirements
- Read and formally acknowledge acceptance of the school's Code of Conduct for staff
- Take all reasonable steps to protect children from abuse
- Fulfil obligations as mandatory reporters including reporting to external authorities where applicable
- Report any reasonable belief that a child's safety is at risk to the Head of Sport, relevant Director of Campus or Principal

Occupational Health and Safety

- Manage and mitigate risk in relation to occupational health and safety of the program
- Comply with Victorian OHS legislation and Xavier College OHS policies and procedures
- Perform duties in a safe manner without risk to his/her own health and safety, or the health and safety of others including, but not limited to students, other staff, contractors, volunteers and visitors
- Report any hazard, incident, injury or illness as soon as practicable
- Make OHS a priority, by completing, or contributing to, required risk management plans whilst undertaking tasks in the school's operations

Leadership through Our Pillars

Our Intent is developed through seven Pillars: Our Jesuit Identity, Our Inspiring Learning, Our Student Life, Our Xavier Family, Our Professional Expertise, Our Operational Excellence, and Our Global Engagement. Each have core Values and Priorities that direct and drive our ongoing actions. It is essential that these actions demonstrate alignment across the College, and that individual actions similarly align with values and priorities and identified actions across each of the Pillars.

Our Jesuit Identity

As a delegated leader, the Head of Football will:

- be inspired at all times by the highest Ignatian ideals of companionship and collegiality, of being men and women for and with others and who desire to make a positive difference in the world
- be discerning and reflective, deeply committed to the ongoing exploration of their own spirituality, in order to accompany staff and students at the College on their holistic journey
- promote and protect the Ignatian beliefs, Jesuit ethos and Jesuit educational tradition in every

- aspect of College life, ensuring they are acknowledged, articulated and developed among the whole Xavier Family

Our Inspiring Learning

As a delegated leader, the Head of Football will:

- promote the efficacy of all educators and their role in the mission of the holistic education of students at the College
- liaise on a regular basis with the Head of Sport and wider College Leadership so as to fully appreciate the educational objectives and needs of the College and its respective elements
- be conversant with current curriculum issues and future curriculum development, especially as it pertains to effective teaching and learning practices and support structures

Our Student Life

As a delegated leader, the Head of Football will:

- model their leadership on the ASPIRE Qualities of the College, with a deep sense of how staff actions are oriented for the good of student outcomes
- support the application of student pastoral care and *cura personalis* from an operational and strategic perspective
- support those charged with the delivery of pastoral care in undertaking these responsibilities, especially through the adept undertaking of events and activities.

Our Xavier Family

As a delegated leader, the Head of Football will:

- be responsive to parent needs through the evaluation of their views and the implementation of effective communication strategies
- be responsible for providing strong leadership and direction by contributing to a passionate educational community that aspires to achieve excellence through continual improvement in all aspects of school life
- establish positive connections with families and friends of the College, including Old Xaverians

Our Professional Expertise

As a delegated leader, the Head of Football will:

- model effective Ignatian leadership and the Xavier Leadership Traits, with fellow leaders and in all engagements with all members of the Xavier Family
- take a particular interest in the professional growth and performance of all staff, assisting with staff appraisals/reviews, as required and in conjunction with the professional growth model of the College
- support fellow leaders to ensure that there is effective and proactive levels of support for staff, thereby contributing to an excellent staff culture

Our Operational Excellence

As a delegated leader, the Head of Football will:

- ensure that events and activities undertaken by students and staff are conducted with an understanding of excellence and commensurate performance measures and outcomes
- be an effective and visionary steward of College resources
- ensure that processes are effective, human-centred, outcomes-driven and forward-thinking, with a clear understanding of and attention to excellence and commensurate performance measures and outcomes

Our Global Engagement

As a delegated leader, the Head of Football will:

- be an expansive and global thinker and learner
- consider and promote valuable learning and operational linkages across national and international domains
- engage with Jesuit education networks including “Educate Magis”

Our Xavier Leadership Traits

As a leader within the College, the Head of Football should consistently display effective leadership traits. At Xavier, we identify the value and importance of:

- competence, conscience, compassion and commitment
- those we serve
- respectful, divergent thinking
- ideas and innovation
- leading high standards
- collaboration and collegiality
- openness, trust and ownership
- process, solutions and outcomes
- stewardship and sustainability
- the pursuit of the possible

Our Attitudes and Habits as Educators at Xavier

In alignment with the Ignatian profile of an educator in a Jesuit school, Xavier College has identified complimentary attitudes and habits that are essential attributes for educators at Xavier. The College recognises the power and critical need for individuality and diverse gifts among its members, as well as the similar requirement for an alignment in attitude and habit that are necessary for effective teamwork and alignment.

An educator at Xavier College:

- clearly models the Xavier ASPIRE Graduate qualities through teaching and personal actions
- demonstrably values competence and skill in the art of teaching or area of service/work, performing at or beyond a 'highly accomplished' level (or equivalent) in the national teaching and leadership standards
- demonstrates active reflection in personal practice by engaging in and being responsive to professional feedback and conversations that are performance and growth oriented
- values all aspects of the role equally, seeking to meaningfully attend to tasks through competent commitment that attests to quality outcomes and performance
- conducts themselves with a clear intent to model and uphold Gospel values and Ignatius' understanding of generosity
- values solving problems more than identifying them, and the collaborative and creative generation of thoughtful ideas, thereby positively contributing to all areas of College life
- seeks alignment and collaboration in professional activities, through respectful and empathic conversation and the desire to act for and with others
- is honest, trustworthy and companionable, acting with integrity in supporting others and treating all with respect
- works to identify and develop the inner potential, capacity and self-worth of every student and colleague
- understands and fosters the strategic vision of the College, as well as the holistic view of education in a Jesuit school.

Selection Criteria

- A commitment to educating children in Catholic Faith and Identity in a Jesuit school
- Demonstrated ability to act with and foster collaboration and effective teamwork
- Exceptional organisational, administrative and operational skills
- Demonstrated positive approach to change and to strategic planning and implementation
- Demonstrated generous commitment to the holistic education of children
- Demonstrated knowledge of, adherence to and leadership for child safety, the Child Safe Standards and an exceptional culture of child safety
- Proven capacity to lead staff and a willingness to continually develop in this area
- Well-developed people management skills coupled with strong communication and interpersonal skills, especially for the benefit of students, staff and parents
- Ability to work in a dynamic environment that requires self-direction, team-orientation and the ability to effectively handle pressure in a manner consistent with Ignatian values
- Theoretical and practical knowledge of current trends in sport and coaching

- Ability to develop, cultivate and maintain professional relationships with staff and in the wider school community

Compliance Requirements

It is preferable that this position should possess:

- A Level 2 or above Coaching Accreditation
- Prior experience leading and developing School sport programs
- First Aid accreditation including CPR, Anaphylaxis, Asthma Management

It is desirable that this professional candidate could possess one or both of the following:

- Victorian Institute of Teaching (VIT)
- Prior experience in high performance AFL environments

Further compliance standards required of the Head of Football include:

- Australian Childhood Foundation “Safeguarding Children” online module
- DET Mandatory Reporting and Other Obligations Training (annual update)
- Province Code of Conduct and acceptance of the Code (on appointment)
- Disability Standards for Education (DSE) online modules

Other Duties

The nature of the position is such that the Head of Football will be required to be available outside normal school hours and be available to attend College events as might be relevant. The Head of Football may also be asked to undertake other engagement responsibilities as directed by the Head of Sport or the Principal.

Terms and Conditions

Reporting Line:	Head of Sport All staff are responsible to the Principal and Rector
Tenure:	<i>Two years with an option of a further two years pending a successful review of the program.</i>
Review:	Yearly professional growth objectives and review
Location:	<i>Senior Campus, Kew</i>

All other terms and conditions as per the Xavier College Enterprise Agreement 2016.

Note: The finalised Position Description and associated Terms and Conditions will be concluded with the preferred candidate and may be tailored to meet the best outcomes of the applicant and the College as mutually agreed.