



Job Description

Title:	College Director of Sport
Reports to:	Executive Dean of Co-curriculum and Academies
FTE:	0.4FTE
Employment Type:	Permanent

Position Summary

South Coast Baptist College is seeking an outstanding and motivated leader to oversee and grow a vibrant, inclusive, and high-quality College sport program. Sport plays a vital role in the life of the College, providing opportunities for students to develop character, teamwork, resilience, and lifelong skills for healthy physical activity.

The College Director of Sport is responsible for the strategic leadership, organisation, and continuous improvement of College Co-curricular Sport Programs, Carnivals and continued development of the College Centre of Sporting Excellence.

Working collaboratively with the Executive Dean of Co-Curriculum and Academies, and other key stakeholders such as the Head of Health and Physical Education, Director of Football, and Primary Sports Coordinator; this role ensures that all sporting programs align with the College's mission, values, and commitment to student wellbeing and excellence.

Job Description

Strategic Leadership

- Provide strategic direction for sport across the College, ensuring alignment with college vision and priorities
- Lead the development of a strong, positive, and inclusive sporting culture
- Promote both participation and excellence across sporting pathways
- Promote sporting excellence at the College through Marketing & Promotions when applicable
- Represent the College within the ACC and attend required meetings
- Be available if required, to attend Sports representation meetings, Sports conferences, business in sports and interschool events

Program Development and Student Experience

- Design and implement comprehensive sport programs that balance participation and performance
- Oversee the introduction and implementation of a specialist Strength & Conditioning program
- Create opportunities for broad student participation and foster pride in college representation
- Lead awards, recognition, and celebration of sporting achievements

Operational Management

- Oversee Carnivals and Co-curricular sports, including community sport and the coordinators
- Coordinate Secondary carnivals and key sporting events
- Ensure effective planning and delivery of competitions, training, and fixtures
- Maintain compliance with college procedures, Compass processes, and governing body requirements



People Leadership

- Recruit, support, and manage coaches, officials, and volunteers
- Allocate sport responsibilities to staff in an equitable and timely manner
- Build capacity within staff through support, opportunities, systems and clear expectations
- Promote high standards of professionalism, safety and duty of care

Resource and Financial Management

- Manage the annual co-curricular sport budget in collaboration with the Dean of CC&A
- Oversee expenditure including transport, uniforms, equipment, venues, and competition costs
- Ensure responsible stewardship of physical and financial resources

Community Engagement

- Build strong partnerships with parents, alumni, and local sporting organisations
- Develop community links (e.g. clubs and elite pathways such as Rockingham Flames)
- Promote sport within the College and broader community

Compliance and Safety

- Ensure compliance with all relevant sporting bodies and safety standards
- Oversee risk management practices, including concussion protocols and emergency procedures
- Maintain a strong commitment to child safety and wellbeing

Selection Criteria

The successful applicant will demonstrate:

- Proven or emerging leadership in school or community sport contexts
- Strong organisational and administrative capability with attention to detail
- Experience coordinating sporting events, carnivals, and competitions
- A passion for developing both participation and excellence in sport
- The ability to foster respect, teamwork, and character through sport
- Effective communication and relationship-building skills
- Strong technological skills, including experience with systems such as Compass
- Financial management and budgeting capability
- A commitment to continuous improvement and professional growth
- Alignment with and commitment to the College's Christian ethos and mission

Requirements & Expectations

General Requirements

- A personal faith in Jesus Christ and active involvement in a Christian community
- Support for the College Statement of Faith and Christian ethos
- Current TRBWA Registration
- Working with Children Card
- National Police Clearance
- First Aid Certificate (or willingness to obtain)
- Bus Licence (or willingness to obtain)



- Commitment to maintaining a child-safe environment

Workplace Expectations

- Build positive, respectful relationships with staff, students, parents, and the wider community
- Act with integrity, fairness, and professionalism at all times
- Follow WHS policies and contribute to a safe working environment
- Model clear and appropriate communication practices
- Work in the best interests of students and the College

Other Matters

This position description is intended to describe the general nature of the role and is not exhaustive. Duties may evolve in alignment with college priorities.

Position Held By:	
Signed:	
Date:	