



## North Coast Academy of Sport

# POSITION DESCRIPTION

### Hockey Program – ASSISTANT COACH

#### Duties of the position

1. In conjunction with the other program staff, Hockey NSW and Academy representative, plan, develop and conduct a regional program for talented junior athletes under the principle of the Academy's STEP guidelines.
2. Attend all program activities.
3. Supervise, instruct and evaluate athletes in the program.
4. Liaise with specialist consultants and guest coaches.

#### Qualifications, Experience and Selection Criteria

##### Highly desirable

- Current HockeyEd Level 2 accreditation or working towards their accreditation
- Minimum of five years coaching experience
- Demonstrated recent experience coaching Hockey teams at representative level will be favourably considered
- Demonstrated Hockey program planning and monitoring skills
- Demonstrated leadership skills including staff leadership skills
- An understanding of the application of sports science to talent development programs
- Highly developed communication skills
- Computer skills, including email
- Good organisational skills

#### Mandatory Requirements

All Academy program staff are obliged to satisfy Prohibited Employment Legislation requirements.

All Academy program staff are obliged to have;

- A valid NSW Working with Children Check.
- Completed the following Play by the Rules courses;  
<https://www.playbytherules.net.au/>
  - Child Protection
  - Harassment and Discrimination
  - Inclusive Coaching
  - Complaint Handling
- Completed the Sport Integrity Australia – Level 1 Anti-Doping course  
<https://elearning.sportintegrity.gov.au/>

#### Remuneration

Depending on the satisfactory completion of your duties at the end of the program as determined by the NCAS Executive Director, the Academy will pay you an honorarium. The amount of honorarium is

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to help reimburse you for all incidental expenses such as fuel, phone calls, stationery, and similar incidental expenses that you have incurred in the completion of your duties. No further claim for reimbursement of expenses can be made. The amount of the honorarium will be determined by the program management group.

### **Communications**

The assistant coach will be required to communicate effectively with other program staff to support the success of the program. The assistant coach primarily reports to the program's Head Coach. The assistant coach may also liaise with the Academy's Executive Director, or their delegate, from time to time. The coach is ultimately accountable to the Program Management Group comprising:

- Hockey NSW Player Pathway Manager
- NCAS Sport Programs Manager
- NCAS Executive Director

### **Term**

The duration of this appointment is for one program. Should your performance in the position breach any of NCAS policies, the NCAS Executive Director reserves the right to terminate the appointment immediately. Should the position holder wish to withdraw from the program prior to the end of the term, written notification must be made to the NCAS Executive Director.