



### ABOUT OVERNEWTON COLLEGE

Overnewton Anglican Community College is a co-educational Preparatory to Year 12 College catering for approximately 2,000 students across two campuses, Canowindra located in Taylors Lakes and Yirramboi in Keilor. Overnewton Anglican Community College strives to be an inclusive learning community, providing a respectful environment where students aspire to excellence in a broad range of curricular and co-curricular opportunities. We value our Christian foundation, and the importance of parents as active members of our College family as we work together, endeavoring to prepare each of our students to be mentally, physically and spiritually ready for life.

Information about Overnewton College is available on the College website: [www.overnewton.vic.edu.au](http://www.overnewton.vic.edu.au).

All staff participate in the full life of Overnewton College, including being supportive of our Christian ethos and contributing to the breadth and depth of our student and staff programs. Joining Overnewton College means being part of an inspiring, caring and professional community, innately believing that students are at the centre of our decisions.

Position Description			
<b>Position Title</b>	Cheer Sport Coach / Manager		
<b>Location</b>	Overnewton College Yirramboi Campus (Keilor)		
<b>Position Type</b>	Tuesdays – 1.30 – 4.30pm Wednesdays 1.30 – 4.30pm Fridays – 8.15 – 10.45am + 2hrs of administration per week  <i>Hourly rate to be negotiated with the successful applicant</i>	<b>Tenure:</b> 1 year 1 February, 2023 – 31 January, 2024	
<b>Reports To</b>	College Head of Co-Curriculum College Head of Sport 7-12 Head of Sport	<b>Direct Reports</b>	Southern Cross Cheer Coaches
<b>Position Summary</b>	<p>The Overnewton Co-Curriculum is an essential and unparalleled part of whole student learning. It is based on relationships with likeminded peers and staff, it is where students find connection with their passion and weave powerful memories to form their self-identity.</p> <p>At Overnewton, Co-Curricular activities fall into four pillars</p> <ul style="list-style-type: none"> <li>• Encore – Instrumental Music and Theatre</li> <li>• Activate – Sport</li> <li>• Synergy – Community Service and Service Learning</li> <li>• Be Heard – Debating and Public Speaking</li> </ul> <p>Overnewton has a reputation for sporting excellence.</p>		

	<p>The College offers a pathway for our students in Cheer Sport, from Year 5 through to Year 12. We currently have three teams that represent the College across numerous independent competitions within the year. These teams train during ACS and District Sport blocks and compete in a range of external competitions and showcases. Opportunities to integrate the program into our Junior School will be explored.</p> <p>The Cheer Sport Coach / Manager role for this specialised program requires the incumbent to be a coach who is able to take the team for training in collaboration with the coaching staff at Southern Cross Cheer. The incumbent will be the first point of contact for these teams and manage the administration linked to the specialised competition schedule and sport specific requirements.</p> <p>The College has a commitment to providing students with the opportunity to move through the school level performance competition pathway. The Cheer Sport Program prepare students for competition whilst also creating an inclusive and growth environment.</p>
<p><b>Role Management and Review</b></p>	<p>The Cheer Sport Coach / Manager will establish work performance goals with the College Head of Sport within the first school term of appointment to the position. The incumbent's performance against these goals will be based on the key responsibilities, qualities and skills associated with the position, and in line with the College Exemplary Teacher review process. Goals will be reviewed annually, at a minimum.</p>
<p><b>Position Relationships</b></p>	<ul style="list-style-type: none"> <li>• College Head of Co-Curriculum</li> <li>• College Head of Sport</li> <li>• 7-12 Head of Sport</li> <li>• Co-Curricular Administrator</li> <li>• Sport Assistant</li> <li>• Coaches</li> <li>• Students Years 7-12</li> <li>• Parents and community members</li> </ul>
<p><b>Key Responsibilities</b></p>	<p>The Cheer Sport Coach / Manager role would include but not be limited to:</p> <ul style="list-style-type: none"> <li>• Travelling with the team for weekly practise (Tuesdays 1.30-4.30pm, Wednesdays 1.30 – 4.30pm, Fridays 8.15 – 10.45am)</li> <li>• Coaching sessions independently and in collaboration with Southern Cross Cheer</li> <li>• Uniform fitting, purchase and management across 60+ students</li> <li>• Music source, production and purchase</li> <li>• Performance Analysis (Video analysis production and editing)</li> <li>• Liaise with Southern Cross Cheer coaches around venues, coaches, and competition requirements</li> <li>• Cheer competition scheduling and entry (3+ competitions per Team + State and National competitions)</li> <li>• Extended Cheer practice scheduling and preparation</li> <li>• Parent liaison for external competition preparation</li> <li>• Preparation of extraordinary performances as required by the College</li> </ul>

	<ul style="list-style-type: none"> <li>• Explore with College Head of Co-Curriculum and College Head of Sport to assist in planning training camps along with domestic and international competition schedule across a 3-year rotating plan</li> <li>• Carry out any other duties as required by the College Head of Sport, Head of Co-Curriculum, Deputy Principal or Principal</li> </ul>
<b>Key Qualities</b>	<p>Within the context of the role described, performance will be measured against the following key qualities:</p> <ul style="list-style-type: none"> <li>• Communication, organisation, team building, innovation.</li> <li>• Support for and capacity to develop and maintain a positive tone and an organisational culture based on ethical professional and personal behaviours and College Values.</li> </ul>
<b>Relevant Skills, Knowledge and Experiences</b>	<ul style="list-style-type: none"> <li>• Demonstrated ability to engage students enthusiastically in the Cheer Sport Program.</li> <li>• Passion and interest for the specific sporting discipline.</li> <li>• Strong organisational and communication skills, both written and verbal.</li> <li>• Ability to lead and work effectively as part of a team.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Cheer Accreditation with AASCF or equivalent (level 2 minimum)</li> <li>• Working with Children (WWC) card</li> </ul>
<b>Conditions of Employment</b>	<ul style="list-style-type: none"> <li>• All teachers will hold current registration with the Victorian Institute of Teaching (VIT).</li> <li>• All education support staff will have a current Working with Children's Card (Employee).</li> <li>• All staff will be required to submit to the College evidence in accordance with the Overnewton College COVID-19 Vaccination Policy.</li> <li>• It is expected that all staff will support the Christian ethos of an Anglican school.</li> <li>• Overnewton College is an equal opportunity employer and enforces non-discrimination and safe working policies. All staff must be aware of and able to work within Occupational Health and Safety and Equal Employment Opportunity Legislation. The College's campuses are smoke free.</li> <li>• Overnewton College has a zero tolerance for child abuse and is committed to providing child safety, children's well-being and protecting children from abuse. Ministerial order 870 requires Overnewton College to implement child safety standards and to accommodate and take the needs of all children (including but not limited to, Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities and children who are vulnerable) into account when creating a child safe environment. All staff must comply with Overnewton College's Child Safe policies and related policies and procedures and taking all reasonable steps to promote the safety of children.</li> </ul>
<b>Application Process</b>	<p>Written applications should be emailed to: <a href="mailto:humanresources@overnewton.vic.edu.au">humanresources@overnewton.vic.edu.au</a> and should include:</p> <ul style="list-style-type: none"> <li>• a brief cover letter of no more than one page</li> <li>• a candidate statement addressing experience relevant to the key responsibilities</li> <li>• the contact details of three referees, one of whom should be your current line manager. Note that referees will not be contacted without your prior consent.</li> </ul>

	<p>Applications will be acknowledged by email. If acknowledgement of your application has not been received after two working days, please contact Natalie Dedman (9334 0115)</p> <p>In the first instance, further enquiries about this position should be directed to the Head of Human Resources, Di Nunan (9334 0147)</p>
<b>Selection Process</b>	<p>A preliminary short list of applicants will be prepared and first-round interviews conducted by a panel. Final appointments are made by the Principal or delegate. Details of employment conditions can be discussed with the Principal or delegate at final interview.</p>

**CLOSING DATE FOR APPLICATIONS: Friday 9<sup>th</sup> December, 2022**

<b>Overnewton Anglican Community College</b>	
<b>Vision</b>	A community of Learners Embracing the Future
<b>Mission</b>	Overnewton Anglican Community College strives to be an inclusive learning environment with a strong Christian foundation. We value a respectful environment where students, staff and families, working together, aspire to excellence. Broad educational opportunities prepare students to serve as empowered, thoughtful, community-minded citizens.
<b>Values</b>	<p>Overnewton's Christian foundation binds and informs our values. All members of the community are encouraged to grow spiritually and explore their faith.</p> <p><b>COMMUNITY:</b> We are proud to belong to the Overnewton community, doing our best to contribute positively, within and beyond it. The Overnewton community includes students, staff and families, both past and present. The educational and ethical standards that are promoted have a profound effect in the wider community.</p> <p><b>LEARNING:</b> We are all lifelong learners, helping each other in our journey towards greater knowledge, understanding and wisdom.</p> <p><b>RESPECT:</b> We respect ourselves, our environment and the people who are part of our past and our present. We acknowledge the right of everyone to equality of opportunity and forgiveness for mistakes.</p> <p><b>EXCELLENCE:</b> We strive to excel in our learning, our work, our relationships and our play, making the most of every opportunity we are given.</p>
<b>Website</b>	Information about Overnewton College is available on the College website: <a href="http://www.overnewton.vic.edu.au">www.overnewton.vic.edu.au</a> .