

Attachment A

Position Description

Position Title:	Triathlon Australia NSW Performance Centre Head Coach
Reporting to:	Performance Programs Manager
Version Date:	January 2020
Location:	NSW (exact location within NSW to be agreed)
Direct Reports:	No direct reports, however provide direction and mentoring to other staff as required
Duration	Full time Fixed Term to 31 Dec 2024

Organisational Overview

Triathlon Australia (TA) is the governing body for the sport of triathlon in Australia. TA is recognised by World Triathlon (WT) and Sport Australia (SA) as the National Federation representing Triathlon.

The TA High Performance program, is a partnership between TA, SA and the Australian Institute of Sport (AIS). The program provides a nationally integrated and coordinated approach to assist the development and preparation of elite and sub-elite athletes who have the potential to succeed at international level in WT racing. The key performance measure for the program is the delivery of medals at the Olympic Games, Paralympic Games, Commonwealth Games and WT Championship Series, World Paratriathlon Series and World Triathlon Championship Finals.

Primary Job Purpose

The role of the NSW Performance Centre (NSWPC) Head Coach is to successfully identify, develop, support and progress talented towards achieving medal winning performance, and contribute to the achievement of the TA Strategy and High Performance Plan.

Key Performance Areas & Responsibilities

1. Within established policy parameters, provide overall management responsibility, ensuring high level judgement, decision making and advice to drive and implement the TA strategic agenda and High Performance Plan, which will include:
 - **Develop and lead a World Class Daily Training Environment:**
 - a. In line with the HP Plan, Performance Pathway Strategy and TA What it Takes to Win (WITTW) modelling, deliver a consistent and stable training environment (DTE) with a focus on categorised athletes developing the hierarchy of discriminating factors required to progress to a podium level at international benchmark events.
 - b. Work with the TA NPD, TA Performance Program Manager, NSWIS and other key support team members to ensure the effective identification, onboarding and support of NSW based categorised athletes into the NSWPC.
 - c. Work collaboratively with interdisciplinary Performance Support team to maximise the athletes' development.
 - d. Oversee the coaching of TA categorised athletes based at the NSWPC and coach "hands on" on a day-to-day basis, to develop independent and empowered athletes capable of winning when it matters.

- e. Ensure that all categorised athletes at the NSWPC have Individual Athlete Performance Plans and Individual Competition Plans, in accordance with the framework established by TA.
 - f. Ensure that all Categorised athletes at the NSWPC are integrated into the TA Performance Health Program, in accordance with the framework established by TA and based on agreed measures between the NPD, NSWPC Head Coach and the TA Performance Health Manager.
 - g. Oversee the day-to-day administration and technical operation of the NSWPC
- **Contribute to the strategic development and implementation of the TA High Performance strategy**
 - a. Support National Team initiatives and provide strategic input and coaching services (when requested by the NPD) across new international event classes, including Mixed Relay and Super Sprint.
 - b. Undertake National Camp Coach responsibilities and serve as a Coach on National Teams when appointed by the NPD.
 - c. Attend domestic and international competitions as part of the Australian National Team and contribute to the successful delivery of these campaigns in line with Australian National Team expectations and under the direction of the NPD or appointed Team Manager/Head Coach.
 - d. Contribute to and actively participate in TA High Performance program and season reviews, team activities and other education or development sessions.
 - e. Agree to participate in professional development activities as identified with the NPD and through the TA staff appraisal process, including coach profiling as part of the overall workforce development strategy.
 - f. Actively identify new areas for learning and commit to a culture of continuous improvement, technical excellence and innovation.
- **Foster System Partnerships**
 - a. Establish and foster strategic relationships with key stakeholders, including but not limited to, NSWIS, Triathlon NSW, Universities, clubs and parents.
 - b. Work with and contribute positively to the ongoing relationships with the AIS and NSWIS to ensure optimal resourcing and servicing of the NSWPC.
 - c. Work collaboratively with the local NSWPC and TA System partners to ensure the program is a source of pride and inspiration, and has a positive impact on the broader triathlon community
 - d. Lead and support the growth of knowledge of each member of the NSWIS Performance Support team, as it relates to Triathlon.
 - e. From time to time, engage and communicate effectively with broader NSWPC Stakeholders, including, but not limited to Facilities Staff, Parents, Race Directors.
- **Lead a Community of Practice in NSW**
 - a. Work in the spirit of good faith to develop and foster relationships with development coaches in NSW.
 - b. In conjunction with the TA Performance Pathway and System Manager, National Manager Coach Development and National Talent Development Coach, work with Triathlon NSW to establish and lead a “community of practice” with development Coaches in NSW.
 - c. Advocate for and demonstrate best practice coaching in Triathlon.
 - d. Undertake to mentor and help develop identified HP coaches; contribute to and participate in coach development activities including workshops and clinics to maintain contemporary knowledge and skills regarding athlete development and coaching.
 - e. When requested, provide input into development and education activities, as well as forums and committees of TA.

- **Support the identification and development of the next generation of Medalists**
 - a. Support and contribute to the identification and development of talented athletes, including at National and State talent identification and development camps.
 - b. From time to time, provide guidance and support to identified talented NSW athletes, their coaches and parents through agreed individual case management.
 - c. On agreement with TA, from time to time, run “open sessions” to include identified athletes and coaches
- 2. Contribute to and or prepare reports for the NPD, the Board of TA and other relevant stakeholders as required.
- 3. Actively promote and align to the values of Triathlon Australia.
- 4. Deliver any other request relating to the delivery of TA programs and services as directed by the NPD.

Key Relationships

TA Staff	To support the delivery of a High Performance sport program
Coaches	TA employed and network coaches
TA Categorised Athletes	To prepare athletes so they can perform at their best
AIS/NIN/STTA's	To enhance collaboration within the National system

Experience and Qualifications

Experience	Qualifications
<ul style="list-style-type: none"> • Demonstrated deep understanding of the technical and tactical aspects of Triathlon • Demonstrated success at triathlon coaching at World Championship Series and World Triathlon level. • Demonstrated success in managing the development of Junior athletes through to the U23 level. • Demonstrated success at managing the operational and financial aspects of a project or small program • Demonstrated understanding of the application of best practice principles of coaching, sports science and technology within an athlete development environment • Demonstrated understanding of the needs of junior and emerging talent athletes and coaches. • Demonstrated knowledge of the demands and dynamics of World Triathlon draft-legal racing • Demonstrated understanding of the emerging trends in international World Triathlon draft-legal racing • Financial acumen and budgetary management experience including annual planning, forecasting, contingency planning, 	<ul style="list-style-type: none"> ▪ Tertiary qualifications in education, coaching or a related field (or equivalent experience) ▪ Relevant Coaching Accreditation (National or recognised international accreditation) ▪ Working with Children Clearance

grant applications and on-going management <ul style="list-style-type: none"> • Outstanding leadership skills with a proven ability to inspire and engage others in a long-term vision 	
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Key Behaviours and Personal Attributes

- **Emotional Intelligence** – well developed emotional intelligence; ability to accurately perceive emotions and behaviours of self and others; regulates emotions and behaviours during periods of high stress or when under pressure
- **Building Relationships** – Demonstrates an interest in and understanding of others; adapts to the team and builds team spirit; recognises and rewards the contribution of others; listens and consults others and communicates proactively; acts with integrity.
- **Building Partnerships and Networks** - Establishes good relationships with stakeholders and staff; builds wide and effective networks of contacts inside and outside the organisation; relates well to people at all levels.
- **Learning Orientation** - actively identifying new areas for learning and exploration; regularly creating and taking advantage of learning opportunities; applying new skills and knowledge in practice; seeks and leverages feedback.
- **Systems Awareness** - thinks “big picture”; a high degree of systems awareness and an ability to leverage resources and intelligently co-create outcomes across organisations, as it relates to both short and long-term objectives.
- **Coaching and Guiding Team Success** – strong value on team; an ability to inspire and motivate higher performance, and empower athletes, coaches and the wider performance support to commit to an action plan that delivers on the priorities and goals; providing feedback, instruction, and development guidance to help others excel; planning and supporting the development of individual skills and abilities.
- **Coaching Practice** – an understanding of and commitment to developing independent, robust and self-sufficient athletes through best practice coaching, with a particular focus on understanding the role of health and wellbeing as a platform for Performance in Triathlon.
- **Deciding and Initiating Action** – Makes prompt, clear decisions which may involve tough choices or considered risks; take responsibility for actions, projects and people; takes initiative, acts with confidence and works under own direction, initiatives and generates activity.
- **Planning and Organising:** Sets clearly defined objectives; Plans activities and projects well in advance and takes account of possible changing circumstances; Manages time effectively; Identifies and organises resources needed to accomplish tasks; Monitors performance against deadlines and milestones.