



Position Description

Director of AFL

OVERALL PURPOSE OF THE POSITION

The Director of AFL is a member of the Barker Sports Department which is inspired at all times by the core Barker values (Commitment, Compassion, Courage, Integrity, and Respect). Each staff member participates in the effective management of the sports program of the College as an integral part of the Barker community. As the Director of AFL, you have responsibility and accountability for the program. As the Director of AFL, you are responsible for the overall management and development of the AFL program at the College.

The logistical responsibilities of the role include the following core functions:-

- Management and oversight of the AFL program at the College
- Implementation of a AFL syllabus and curriculum across all age groups and genders at the College
- Oversight of the management and maintenance of the AFL facilities and equipment
- Sourcing, training and developing appropriate staff for the program
- Being present, involved and visible at AFL training sessions and competitions
- Implementation of College policy and process through the program
- Knowing and inspiring each student and staff member within the program
- Pastoral care & student welfare management



Administration

- Contribute to the AFL Handbook and use processes, policies and guidelines within when completing staff inductions
- Contribute to the Parent and Student version of the handbook each year, outlining the AFL Program
- Use appropriate software to store data in line with College Privacy policies
- Complete all necessary risk management tasks in relation to the Barker Sport Risk Management Process and College and Industry requirements

General

- In collaboration with the Sport Coordinator - AFL and Head of Sport, seek professional development opportunities for AFL staff
- By example, set a standard by which the Program and associated factors will operate
- Keep the Sport Coordinator – AFL, Head of Sport, Director of Junior School Sport and Director of Sport – Operations informed of necessary matters pertaining to the AFL Program through regular communication
- Lead, develop, mentor, challenge and inspire our students to have a passion for Cocurricular involvement, utilising a range of strategies to ensure students reach their full potential, with a focus on teamwork and genuine sportsmanship
- Work collaboratively with the Sport Coordinator - AFL to assist with coaching and mentoring casually employed and permanent staff, including observation, feedback, individual development plans, training and education
- Understand the importance of student health and wellbeing and workloads and provide appropriate support when necessary
- Encourage high standards of student dress, punctuality, and behaviour and reinforce the role of each coach in managing these
- Wear appropriate uniform and make sure your personal presentation is in line with the occasion and College guidelines
- If necessary submit articles for the weekly Bulletin or the termly 'The Barker' publications
- Communicate directly with Sport Coordinator - AFL and Age Coordinators regarding student matters
- Monitor and follow up injury and accident reports



Risk Management and Compliance

Contribute to risk management and compliance in relation to the AFL program at the College

Work with the Head of Sport in the development of consistent processes, policies and procedures in relation to compliance and risk management

Report directly to the Head of Barker College on any matters relating to child protection

Support policy and process within the operations

Support the Head of Sport in compiling risk assessments and risk management documents for the AFL program, events and facilities pertinent to the AFL program

Support key staff in the implementation of efficient and effective risk management plans that reflect adherence to legislation, compliance and policy as it relates to the AFL program at the College

Report any risk in relation to College property or equipment to the Head of Sport or the Maintenance Department in a timely manner.



ORGANISATION CHART RELATIVE TO POSITION

The Manager's Manager: **The Head of Sport**

The Immediate Managers: **Sport Coordinator - AFL**
Director of Sport - Operations

This Position: **Director of AFL**

APPROVAL

This position description accurately details the primary duties and responsibilities of the Director of AFL.

Approved by the Head of Sport on 4 September 2024

ACCEPTANCE OF POSITION DESCRIPTION

Position description accepted by:

Name of Staff Member: _____

Signature of Staff Member: _____

Date: _____