



Essendon Keilor

Gymnastics Academy

POSITION DESCRIPTION

Gymnastics Coach (Instructional / Competitive)

1. BACKGROUND

At EKGa we have three goals for every class: To Teach Gymnastics, To make it Fun and to Keep the kids SAFE! We know that Preschoolers want to have fun and want a patient, friendly coach. We know School-age kids want to learn new tricks and to make friends, and we know that Competitive Gymnasts want to learn awesome skills, they want to compete and they want the chance to win! With our carefully planned curriculum and EKGa Awesome Coaches, we are able to make this happen. EKGa is a family owned business, that has grown to become one of Victoria's "Mega Clubs". EKGa caters for over 1200 children and teenagers per week in wide variety of Gymnastics programs.

2. Key responsibilities

- To Teach Gymnastics, Make it FUN and keep the kids SAFE
- To assist with setting up fun, safe and inviting circuits and drills for classes.
- To ensure all classes start and conclude as scheduled.
- To lead warm up and cool down activities.
- To demonstrate and explain activities, skills and drills to the participants.
- To provide "hands on" assistance and spotting (as required).
- To provide feedback and encouragement to the participants and their parents.
- To pack away equipment at the conclusion of each session. Ensure gym is left neat and tidy.
- Develop (or follow) comprehensive year plans and unit plans.
- Develop (or follow) lesson plans, which work to the allocated rotations and specific requirements for gymnasts in that particular program / level.
- Monitor gymnast progress and conduct assessments once a term and prepare an annual progress report.
- Mentor EKGa Junior and Beginner Coaches
- Ensure safety guidelines and club policies are followed at all times.
- Follow the EKGa uniform policy and maintain a neat athletic appearance.
- Ensure all class attendance is taken at the commencement of every class.
- Ensure notices / information is distributed to gymnasts as required.
- Attend EKGa events
- Attend competitions (as applicable)
- Attend meetings with staff and management.
- Strive and work towards becoming an expert in the area that you teach.
- Keep up to date on the latest Gymnastics developments (follow GA updating Policy).
- Other duties as required

3 QUALIFICATIONS

- Gymnastics Australia accreditation Intermediate / Intermediate Bronze / Advanced / Advanced Silver (dependent on levels being taught) in relevant Gym Sport
- Level 1 or 2 First Aid Certificate (including CPR and Anaphylaxis).
- Successful applicants aged 18 or over will be required to have a Working With Children Check (WWCC).

4 Hours and remuneration

Gymnastics Classes programs run from Monday to Friday from 4.00pm-8.30pm, and on Saturday from 8.30am-4.30pm.

Applicants should be available a minimum of two days per week to be considered. Shift lengths vary from 4 -7 hours, depending on the day of the week and class allocations.

Pay rates start out in line with the Fitness Industry Award. A qualified adult coach will start at the Level 3 rate, which is \$26.14 per hour (casual rate).

Full time positions are also available for suitably qualified applicants.

5 Application process

Interested applicants are required to complete an online application form on our [website](#).