



## ROLE DESCRIPTION

### *Gym Supervisor (After Hours)*

<b>Position Title</b>	Gym Supervisor (After Hours)
<b>Reports To</b>	<ul style="list-style-type: none"><li>• Sports Coordinator</li><li>• Office Manager</li></ul>
<b>Direct Reports</b>	Nil
<b>Position Level</b>	Gym Supervisor D2/1
<b>Hours</b>	Casual

#### **PURPOSE OF THE ROLE**

The Gym Supervisor is responsible for the effective and efficient supervision of the Daramalan Sports Department after school hours under the guidance of the Sports Coordinator.

#### **MAIN DUTIES**

- Supervise after hours sports training sessions.
- Gym supervision of students using the weights room.
- First Aid Officer on duty for all after hours sports commitments.
- Takes responsibility for tasks associated with training session such as setting up and packing up of the Sports Centre.
- Assists with preparing playing kits and equipment for one day carnivals for the College as required.
- Liaise with Sports Office Staff around general duties and daily tasks which may arise.
- Other tasks as directed by the Sports Coordinator.

#### **QUALIFICATIONS/ESSENTIAL SKILLS/SELECTION CRITERIA**

- An understanding of and value for the MSC Ethos and Spirituality
- Current Senior First Aid and CPR qualifications
- Excellent communication skills - a warm and engaging manner of communication
- Proactive and show initiative
- Ability to work independently
- Current ACT Working with Vulnerable People Card

Daramalan College has zero tolerance for child abuse, neglect and other harm and we are committed to providing and maintaining a child safe culture within all aspects of our community. All candidates are subject to legislative and College screening processes and successful candidates must comply with School policies and relevant legislation relating to child protection.

Conditions: The salary will be determined according to qualifications and experience in accordance with Support Staff (Daramalan College, Marist College Canberra, and St Edmund's College Canberra)

Multi-enterprise Agreement 2023

Revised October 2024