



Christchurch Boys High School Head Rowing Coach

Reporting

The Christchurch Boys High School (CBHS) Head Rowing Coach reports to the Director of Sport and Headmaster at CBHS. There is a working relationship with the CBHS Rowing Logistics Manager and support from a rowing committee.

Position Overview

The CBHS Head Rowing Coach is responsible for the on-water rowing programme, including regattas and training. Working with the logistics manager the head rowing coach coordinates the CBHS rowing season programme and is a link between the School, the rowing coaches, the rowing students, the Rowing Club (parents) and the wider rowing community beyond the School.

The CBHS Head Rowing Coach promotes the reputation and ethos of Christchurch Boys' High School through effective communication, detailed planning and maintaining effective relationships with all stakeholders involved in the school's program.

Key Tasks

- Manage all aspects of the CBHS on-the water and training rowing programme.
- Attend all regattas and camps, or delegate to a suitable replacement when not available
- In conjunction with logistics manager, oversee the maintenance and provision of all CBHS rowing equipment ensuring that this is within the approved operational budget.
- Ensuring that all occupational health and safety guidelines are met and adhered to with respect the CBHS on-the-water rowing programme
- Act as a mentor to the CBHS rowing.
- Ensuring there is effective and appropriate communication with parents and boys regarding performance and selection decisions.
- Model the school's values of integrity, respect and fair play and ensure that all those involved with rowing do so as well.

Outcomes

Rowing:

1. Ensure that the rowers have training and fitness programmes, equipment and support to achieve their goals, keeping student welfare in mind.
2. Ensure that the rowing season is planned and communicated.
3. Ensure that all regattas and training camps are planned and communicated.
4. Ensure all risks, hazards or potentially damaging or difficult situations are managed.

Communication:

1. Build strong and positive relationships with the CBHS rowing community and the school.
2. Ensure that communication is transparent, accurate, full and timely also acknowledging the audience being communicated with.
3. Ensure the CBHS Logistic Manager and committee is regularly updated with changes to the programme or issues that arise with the rowing students.

Administrative:

1. Ensure data and training records are accurate and readily available if required.
2. Ensure the rowing budget is adhered to.
3. Ensure all capital purchasers are recommended by the committee and then approved by the school.
4. Ensure efficient systems, procedures and resources are in place.
5. Complete an end of season review prior to 1st May in conjunction with the CBHS Rowing Logistics Manager and the rowing committee.

Person Specification

- Previous experience with rowing in a coaching capacity.
- Previous involvement with a school rowing programme (preferred)
- Has managed or led a coaching team (preferred)
- Have the ability to ensure a balance is maintained between performance outcomes and the purpose of a school rowing programme.

PERSONAL ATTRIBUTES AND COMPETENCIES	
1.	Promote CBHS' Values and Vision: Contribute to a positive working environment. An advocate for CBHS and our students.
2.	Initiative: Anticipating needs, keeping abreast of changes, being proactive and taking unsolicited action to achieve goals beyond what is required outside the immediate role. Requires minimal direction in performing tasks.
3.	Oral Communication: Exchange information and ideas in a clear, concise and open manner, with both internal and external customers, whilst being receptive to alternative view points and ideas. Listening to others and handling sensitive one-on-one conversations effectively and respectfully.
4	Written Communication: Presents written communication and information, analysis mark ups and ideas in a clear, concise, accurate manner. Uses appropriate writing style.
5	Time Management: Prioritising tasks effectively to meet deadlines ensuring a consistent workflow despite interruptions. Takes ownership and responsibility for ensuring cost efficiency by working accurately and efficiently. Handles multiple demands and competing priorities.
6	Problem-solving/analysis and decision-making: Identifying and analysing issues, problems and opportunities in a timely and effective manner; developing appropriate solutions or taking effective action that is consistent with the facts, constraints and probable consequences.
7	Establishing Credibility & Trust: Demonstrates expertise and professionalism in all interactions, gaining the confidence of clients and others. Maintains a calm and professional manner, even in situations of conflict, stress and rejection. Builds and extends Trust. Communicates an understanding of the other person's interests, needs and concerns. Demonstrates honesty, keeps commitments and behaves in a consistent and appropriate manner. Provides frank, open and accurate feedback whilst avoiding destructive comments.
8	Leadership: Maintaining energy and motivation in the face of setbacks, additional pressures and workloads. Seeking to exert influence, taking charge, leading and directing the efforts of others towards the goal. Being a positive influence on co- workers.
9	Accuracy: Consistently meets high standards by paying attention to detail, displaying pride in work, and ensuring that the finished product is always of the highest standard.
10	Teamwork: Treats all stakeholders with dignity and respect. Looks for ways to encourage participation and providing encouragement to bring out the best in others. Creating a climate in which people work successfully together and do their very best.

Approved by Headmaster

10 June 2020