



Role Description

Head of Sport - Secondary

The Head of Sport (Secondary) is a middle leadership position responsible for the strategic development, coordination and promotion of the Secondary sporting program at St John Bosco College.

Working closely with the Vice Principal, Head of Health and Physical Education, and other College leaders, the Head of Sport provides leadership of all co-curricular sporting opportunities, interschool competitions, carnivals and sporting initiatives across Years 7–12.

Guided by the Salesian charism of St John Bosco and the mission of Catholic Education Western Australia, the Head of Sport fosters a culture of participation, inclusion, teamwork, leadership and personal excellence through sport. The role seeks to develop sporting opportunities that enhance student wellbeing, strengthen community spirit and encourage lifelong engagement in physical activity.

The Head of Sport combines strategic vision with effective operational leadership, ensuring that sport remains an engaging and valued part of College life while contributing positively to the holistic development of every young person.

Values, Skills and Personal Attributes:

- Model a commitment to the Catholic faith, Salesian charism and educational mission of the College.
- Demonstrate enthusiasm for promoting sport as a vehicle for student growth, wellbeing and belonging.
- Exhibit highly developed interpersonal, communication and organisational skills.
- Demonstrate the capacity to lead, influence and collaborate with staff, students and families.
- Foster a culture of participation, inclusion and excellence.
- Show initiative, creativity and strategic thinking in developing sporting programs and opportunities.
- Demonstrate strong planning, administrative and risk management capabilities.
- Display flexibility, resilience and professionalism in managing diverse sporting commitments.
- Commit to ongoing professional learning and continuous improvement.
- Promote positive sporting behaviours, teamwork and respectful relationships.

Duties and Responsibilities:

Catholic Identity

- Promote sport as a means of fostering the holistic development of young people in the spirit of St John Bosco.
- Model and encourage values of respect, inclusion, fairness and servant leadership.



- Foster opportunities for student leadership through sporting programs and events.
- Promote sportsmanship and ethical participation in all College sporting activities.
- Support initiatives that strengthen student wellbeing, belonging and personal growth.
- Encourage participation and engagement from students of all abilities and backgrounds.
- Contribute positively to the Catholic life and mission of the College.

Education

- Lead the development and implementation of a strategic vision for Secondary Sport.
- Coordinate and promote a diverse and engaging co-curricular sporting program for Years 7–12.
- Encourage broad student participation while supporting pathways for students seeking higher levels of achievement.
- Coordinate interschool sport, representative opportunities and relevant sporting competitions.
- Oversee the planning, organisation and evaluation of College sporting carnivals and events.
- Collaborate with the Head of Health and Physical Education to strengthen links between curriculum and co-curricular sport.
- Support staff involved in coaching, managing and supervising sporting teams and activities.
- Utilise participation data and feedback to inform continuous improvement and future planning.
- Seek opportunities to expand and enhance sporting experiences available to students.

Community

- Foster a strong culture of school spirit, participation and House pride.
- Promote sport as a means of building positive relationships and community connection.
- Work collaboratively with Primary sporting staff to develop a coherent K–12 sporting philosophy and student experience.
- Support student leaders in the promotion and organisation of sporting events.
- Maintain effective communication with students, staff and families regarding sporting opportunities and events.
- Develop positive partnerships with external sporting organisations, associations and community groups.
- Celebrate and acknowledge student participation, achievement and contribution to College sport.
- Represent the College at relevant sporting meetings and events as required.

Stewardship

- Ensure the effective administration and coordination of the Secondary sporting program.
- Coordinate fixtures, venues, transport, equipment, coaches and officials as required.
- Support the development and management of the sporting budget in consultation with the Vice Principal.
- Maintain appropriate risk management practices for all sporting activities and events.



- Ensure compliance with College policies and relevant CEWA requirements.
- In conjunction with Head of Health and Physical Education, oversee the maintenance and responsible use of sporting resources, facilities and equipment.
- Manage sporting records, results and documentation.
- Contribute to strategic planning and ongoing development of College sport.

General

- Work collaboratively with the Vice Principal and other College leaders to achieve strategic priorities.
- Participate fully in the life of the College.
- Attend College events, meetings and sporting functions as required.
- Undertake teaching duties as negotiated.
- Perform additional duties as directed by the Principal.

Terms of Appointment

Accountable to:

- Vice Principal
- Works in close collaboration with the Head of Health and Physical Education

Salary & conditions:

- The Head of Sport (Secondary) will receive a promotional position allowance of Category 2, level 2.
- The Head of Sport (Secondary) will receive an addition time allowance of 6 periods.
- The position is ongoing. A formative review will typically occur during the second year of tenure, with subsequent reviews conducted periodically as determined by the Principal.