



*The ACT Elite Development Program (EDP) is a program run in partnership between, and jointly funded by, Rowing Australia (RA), the ACT Rowing Association (ACTRA) and the ACT Academy of Sport (ACTAS) to identify and recruit talented athletes and appropriately manage their development towards selection for national Junior (Under 19) and Under 23 World Championships teams. The EDP underpins the ACTAS scholarship program.*

## **JOB DESCRIPTION**

### **POSITION DETAILS**

**Position Title:** Elite Development Program (EDP) Co-ordinator, Rowing

**Responsible to:** The ACTAS Joint Management Committee (JMC) through the ACTAS Rowing Head Coach

**Location:** ACTAS Offices, Bruce, ACT

### **PRIMARY PURPOSE OF POSITION**

The EDP Co-ordinator will be responsible for coordinating and managing the EDP Program through ACTAS and ACTRA.

The EDP Coordinator will be directly responsible for the coordination and management of the ACT EDP Squad, comprising athletes who have met Rowing Australia National EDP selection targets. This will be achieved through a case managed approach and delivered in association with ACTRA clubs / coaches wherever appropriate and with the assistance of ACTAS.

He/she will work with ACTRA clubs to enhance their ability to support the high performance pathway.

The EDP Co-ordinator will also assist in the identification and selection of talented athletes and their coaches and oversee their development through club-based talent identification and talented athlete programs.

## **JOB RESPONSIBILITIES**

- Foster the development of elite athletes in the club based environment by assisting with the establishment of models and /or programs that will enable clubs and club-based coaches to identify and develop elite athletes
- Facilitate the delivery and support of high quality 'camp-based' coaching clinics to nominated development athletes in consultation with the ACTAS Head Rowing Coach, ACTRA and club/home coaches
- Under the guidance of the ACTAS Head Coach, coordinate and manage the ACT EDP Squad, comprising athletes (and their coaches) who have met Rowing Australia National EDP selection targets.
- Where required, coach ACT EDP athletes.
- Facilitate the provision of technical direction from expert coaches during EDP Camps to both athletes and their home/ club coaches
- Provide written & or video feedback of technical weaknesses that both the athlete and their coach can take away from EDP Camps
- Develop strong supportive relationships with ACT clubs and schools.
- Conduct school based TID testing to identify potential elite athletes and facilitate progression into club/school rowing environments
- Be available to act on ACTRA selection panels for ACT representative crews
- Be available to present at relevant NCAS coach education programs in the ACT
- Where appropriate and depending on budget allocations, in conjunction with the ACTAS Head Rowing Coach, coordinate and facilitate through EDP Camps the delivery of available support services to targeted development athletes including Sport Science and Medicine (following RA national protocols), Sport Psychology, Athlete Career and Education (ACE)
- Coordinate the financial and administrative aspects of the EDP, including developing and monitoring an annual camps program budget and operational plan
- Facilitate development athletes' access to appropriate equipment
- Communicate effectively and fulfil all agreed program responsibilities and respective requirements as directed by the ACTAS Rowing Head Coach
- Provide six monthly reports to RA, ACTRA and ACTAS as a part of ACTAS Joint Management Committee meetings
- Provide information to the ACTRA Executive Officer and ACTAS Head Rowing Coach as required regarding program performance including information for respective annual reports and Board meetings as agreed
- Promote socially responsible and ethical behaviours amongst athletes, coaches and their clubs
- Manage issues professionally in conjunction with the ACTAS Rowing Head Coach and program partners

## **KEY PERFORMANCE INDICATORS**

- Achieve annual growth targets as specified in the ACT NEDP Agreement for the numbers of appropriately talented junior and under 23 athletes under EDP Squad management.
- Performance of EDP Squad athletes in national events
- Graduation of EDP Squad athletes to ACTAS scholarships
- Progression of EDP Squad athletes to national Junior and Under 23 teams.
- Performance of EDP Squad athletes on national Junior and Under 23 Teams
- Level of satisfaction of participating ACT clubs with relationship and services delivered.

## **JOB HOLDER REQUIREMENTS**

### **Qualifications**

- NCAS Level 2 or overseas equivalent
- Current Australian power boat licence

### **Skills, Knowledge and Experience**

- Successful experience in coaching elite and development rowing athletes
- An understanding of the dynamics of Australian rowing clubs and the management of elite development athletes and their coaches within a club-based environment.  
An understanding of how sport science and medicine, strength and conditioning and other support services can be integrated into elite development programs
- Demonstrated high level of interpersonal and written communication skills, including the ability to develop strong working relationships with athletes, coaches, parents, clubs and other relevant stakeholders.
- Demonstrated management skills including the ability to plan strategically, to monitor and evaluate development programs/centres and to prepare and implement budgets.