



POSITION DESCRIPTION

Position:	High Performance Director
Location:	Perth, Western Australia
Reports to:	FencingWA Board of Directors

About FencingWA

FencingWA is the governing body for the Olympic sport of Fencing in Western Australia. Our vision is for Western Australian's of all ages and abilities to be aware of, and take an interest in, the sport of fencing as an exciting, accessible, challenging and enjoyable sport.

Our focus is to provide the following:

- To promote development and growth of the sport of fencing in Western Australia,
- Ensure inclusive, lifelong safe and enjoyable participation and achievement of our members,
- Provide pathways to support the development of our athletes, coaches and officials,
- Provide for the competitive and recreational needs of all our members; and
- Represent the interests of the sport to government and other key stakeholders.

High Performance Director

Fencing being one of the oldest Olympic sports, the role of the High performance officer is to develop and implement strategies to develop the level of WA Fencers in a state/national and if possible international capacity.

The High Performance Officer will coordinate high performance training services in Western Australia and work creatively to promote the sport of fencing to deliver the broader objectives of FencingWA. This role will also require the development officer to seek out and apply for grants to fund and implement high performance based programmes. The implementation of programmes for the benefit of state squads and members, along with development of clubs high performance programmes will require the development officer to travel.

Monthly reporting to the FencingWA board through written report will need to be delivered before the Board meetings, with quarterly presentations presented in person to the board detailing results in comparison to KPIs.

It would be advantageous if the High Performance Officer possessed the ability to step in to provide coaching services where required; however this must be balanced with the Association's desire to grow the depth of sport and therefore to ensure a range of coaches delivering services in Western Australia.

Responsibilities

- The High Performance Director will primarily provide a conduit between the AFF high performance stream and high level fencers in Western Australia. In doing so, the High Performance Director will be respectful of the coaching structure in place in Western Australia, and ensure that coaches are the primary advisors to those fencers, while ensuring that the fencers themselves are fully informed about their roles and responsibilities to the AFF under their high performance (AFT/AFS) obligations and pass on any information required of the AFF accordingly.
- As far as it is possible to do so (recognising the different approaches of FencingWA coaches), to discuss and agree on practical approaches to meet AFF obligations in WA;
- In addition, and in cooperation with FencingWA coaches, CEO, president, and committee, advise and document the high performance pathway for fencers in WA;
- Coordinate high performance activities in WA including seeking and applying advice from the WA Department of Sport and Recreation and the WA Institute of Sport (WAIS). Oversee, advise and document WA athlete participation in WAIS;
- High Performance Director will provide overall direction, leadership and management of the coaching in Western Australia, recognising the specific coaching strengths (including weapon preference, qualification, general experience, current individual coaching responsibilities and any other natural strengths) of coaching team members;
- Abide by the FencingWA Coaching Policy 2014, or as amended from time to time as well as their individual contract. Specifically, no coach (including the high performance director) should bring FencingWA, the team, or themselves into disrepute by committing any cardable offence at competition, or publicly challenging the decisions or policies of FencingWA.
- The High Performance Director will ensure (either personally, through other coaches, or through team captains) that team events are appropriately entered, and that team selection policies are followed. The High Performance Director and other coaches may collectively determine any discretionary team placings.

Other activities also required may include:

- Follow up on WA coaching accreditations
- Provide advice on Recognition of Prior Learning (RPL) to interested coaches
- Provide advice for coaches regarding reaccreditation under the ASC NOAS
- Direct interested coaches to accreditation, and re-accreditation documentation available on the AFF website;
- Attendance at AFF Coaching Commission meetings
- Contribution to the outcomes of the AFF Coaching Development Programs.
- Coordinate the delivery of coaching related AFF activities in WA, including:
 - Olympic Solidarity Coaching Courses
 - Coaching discussion forums delivered around national events
 - Nationally organised examinations of State and National Coaches

Note:

- Delivery of Coaching Courses will be undertaken separately from this role. Remuneration will be based on the daily rates specified in the Coaching Policy

Selection Criteria

Necessary:

Candidates for the role of State High Performance Director will require a range of personal and professional skills. The successful applicant will possess:

- At least a level one (1) fencing coaching qualification in at least two (2) weapons through the Australian Fencing Federation and the National Coaching Accreditation Scheme (or an equivalent qualification accepted by FencingWA);
- Strong and effective leadership skills.
- Outstanding organisational skills, excellent written and verbal communication and interpersonal skills.
- Be reliable, punctual and courteous, and be self-motivated and well presented at all times.
- Be a lateral thinker, with time management, and influencing skills;
- An ability to plan, promote and deliver courses and programs;
- Ability to be part of a cohesive team.
- Ability to work to budget and accurately forecast financial outcomes.
- Ability to manage records, information and databases (as required).
- Ability to manage unpredictable demands in a professional and courteous manner.
- Have 2 or more years of fencing coaching experience and a broad understanding of all three fencing weapons.
- Engagement of the successful candidate will be subject to obtaining a Working With Children Check (See <http://www.checkwvc.wa.gov.au/checkwvc> for more details).

The successful candidate will be required to develop and manage a range of internal and external relationships, often in unstructured settings including:

- AFF Executive
- State Association Officials
- National Coaching Director
- National Coaches including Home Coaches
- State Coaching Directors
- Athletes
- Parents of Junior Athletes
- Coaches
- Sponsors.

Preferred:

The following skills and qualifications are preferred requirements for the role:

- A minimum of two (2) years' experience in coach development, training and accreditation.

Key Performance Indicators

- The High Performance Director will be measured primarily upon their satisfaction from the FencingWA president and committee. The role requires the forming and retaining of good relationships and linkages between the AFF and FencingWA coaches. It is recognised that the nature of the sport (primarily voluntary and with limited funds available) will necessarily make this task a challenging one. This will be taken into account by the President in reviewing performance. The following additional factors will also be taken into account (while acknowledging the challenges contained therein):
- High Performance Director to work closely with the AFF, WA coaches, the FencingWA Committee, Clubs, and fencers, as measured by overall feedback from the coach and others. Where issues do arise, these should be brought to the attention of the FencingWA President immediately for diplomatic resolution as far as possible.
- High Performance Director to prepare a brief report (to be returned within 2 weeks of each quarter) detailing:
 - (a) *Individual fencer results at national or international level (noting the size of the overall field, and comparing this with the previous year's results);*
 - (b) *Team event results (noting the size of the overall field, and comparing this with the previous year's results);*
 - (c) *Details of any significant contact with AFF and/or WA coaches or officials, including any initiatives or issues arising;*
 - (d) *Observations about what worked well and what areas could be improved in future years (including any additional training or support required by coach/es and the AFF);*

A high level of cohesion with coaches, and general satisfaction with coaching performance (as measured by feedback received from clubs, coaches, fencers and the High Performance Director);

- Individual, team, and overall results year on year, will be the ultimate measure of team success, although it is noted that variance in team make up from year to year has a great deal to do with overall performance, and coaches may have limited control over this aspect.
- Growth in the quality and quantity of coaches in Western Australia over time, and the knock on effect in terms of the number of participants in the sport of fencing.

Other Information

Term: Initial term of 12 months with further extension subject to satisfactory performance and financial position of State.

Remuneration: \$1500 per annum (excluding GST), to be paid quarterly, upon receipt of quarterly reports and a tax invoice quoting the ABN of the consultant.

Close of Applications: 15 March 2017

Note: The Association reserves the right to make multiple appointments.