

## Role Description

## Regional Representative School Sport Officer

### Inclusion and Diversity

We all have a role in making our workplace one that embraces and values diverse backgrounds, perspectives and life experiences, creating a workplace where [we all belong](#).

Reasonable adjustments may be discussed with your manager, approved and documented to support and promote human rights and diversity across the workforce.



Job Evaluation No.	<b>22686</b>	Content Manager No.	<b>14/199824</b>
Work Unit	<b>Nominated Region Early Childhood and State Schools Division</b>		
Location	<b>Various locations throughout the State</b>		
Classification	<b>Stream 2, Level 2 Teaching in State Education Award – State 2016</b>		

### Your employer

The Department of Education (DoE) is committed to giving all children a great start, engaging young people in learning, creating safe and inclusive workplaces and investing in communities for a stronger Queensland. Our human rights commitment is to create a stronger, fairer Queensland by respecting, protecting and promoting human rights in everything we do. Our objectives are: A great start for all children, Every student succeeding, Building Queensland communities, Safe and capable people delivering our vision, Fair and safe workplaces and communities. Our vision is one of equity and excellence in a progressive, high performing education system that realises the potential of every student.

For more information about the department, please visit our website at [www.qed.qld.gov.au](http://www.qed.qld.gov.au)

### Your opportunity

As the Regional Representative School Sport Officer (RSSO) you will:

- Act as the regional consultant in the department's commitment of improving the educational outcomes of students by providing quality representative school sport programs to all students attending schools that have affiliated with the Queensland School Sport Council.
- Assist in the management of the representative Queensland School Sport (QSS) program by ensuring Departmental and Queensland School Sport Council sports specific policies and procedures are implemented and compliant.

The day to day line support of the position rests with the Regional Director or nominated delegate.

The QSS program management and professional supervision rests with the Queensland School Sport Council through the Queensland School Sport Unit manager.

### Your role

You will have responsibility for leading the following activities and delivery of the following key tasks:

- Lead the Regional School Sport committee in the development and implementation of the Regional School Sport strategic plan for the school sport program in the region, with a focus on improvements in student educational outcomes and participation.
- Develop, implement and review an Annual Implementation Plan (AIP) for the school sport region that is consistent with the Regional School Sport strategic plan and aligns to the QSS strategic plan. The RSSO will report annually to the QSS Council on Key Performance Indicator (KPI) achievements contained within the Regional School Sport strategic plan.



- Coordinate the representative school sports program across the three sectors of education within the region (Regional and State Championship events) and perform official duties at state and national championships, while providing leadership for staff and students in the achievement of quality learning outcomes for students within school sport.
- Liaise with individuals and groups associated with schools at the region and State level to collect information required for the development and organisation of school sport as directed by the Queensland School Sport Council through the Queensland School Sport Management Group and Queensland School Sport Unit.
- Build capacity within schools in the region by leading and implementing professional development programs for teachers and Principals on intra and inter school sport programs.
- Lead, advise and professionally influence links between the Australian Curriculum, Assessment and Reporting Authority (ACARA) Health and Physical Education Curriculum and school sport at the school and regional level.
- Demonstrate astute financial management and reporting practices and provide advice which is compliant with departmental financial operating procedures and in line with the Queensland School Sport Council financial guidelines.
- Use strategic and analytical skills to contribute to the improvement of educational outcomes for students through the provision of high level policy advice and advocacy with respect to school sport.
- Approve risk assessment documents for all approved regional school sport events as the accountable officer.
- Lead the development and maintenance of partnerships with schools, other government agencies, local and state sporting organisations, industry and business for the promotion, development and delivery of the school sport representative program.
- Lead and supervise both students representing the school sport region and teachers as regional team officials, to ensure compliance to departmental policy and procedures.
- Negotiate with Principals to release teachers appointed as officials for representative sporting teams.

**A mandatory requirement of this role is:**

- Current full registration, or current provisional registration with eligibility for full registration, as a teacher in Queensland. Information on registration requirements is available at [www.qct.edu.au](http://www.qct.edu.au) or on toll free 1300 720 944.

**How you will be assessed**

Within the context of the role described above, the ideal applicant will be someone who has the following key capabilities:

1. Demonstrated competency and leadership in education within the context of the Department's strategic plan, particularly as applied to school sport.
2. Capacity for effective management in achieving the intended outcomes of the Queensland School Sport Council representative school sport program and their place in the school curricula.
3. Ability to lead, manage and implement change within the educational environment, particularly in relation to the organisation and coordination of significant representative school sporting events.
4. Provide consistent quality educational outcomes for all students with accountability for the outcomes based performance within a school sport environment.
5. Utilise high level communication and interpersonal skills, including dispute resolution, negotiation, and consultation skills, demonstrating an ability to achieve positive outcomes for the department.

**Additional information**

- For further information refer to the Applicant Information Package and the conditions of employment for teachers.
- This role description works in conjunction with the Candidate Information Package.
- For further information regarding applying for teaching positions, refer to the Department of Education's teacher employment information at <https://teach.qld.gov.au/apply-to-teach/submit-your-application>