



POSITION DESCRIPTION  
COMMUNITY COACH  
(CASUAL)



## Position Information

Position: Community Coach (Casual)

**Reports to:**

Community Football & Education Manager

**Direct Reports:**

Nil

**Key relationships – Internal:**

Community Department, Academy coaches/staff, Community coaches, Matchday Operations Team.

**Key Relationships – External:**

Schools, community organisations, program participants, community football clubs, SEDA students and staff.

**Location:**

Melbourne Victory Football Club, AAMI Park, Melbourne CBD

**Financial Accountability:**

Nil

**Travel Requirements:**

Regular travel across metropolitan Melbourne for program delivery, with potential opportunities for travel across regional Victoria to deliver club activations.

**Delegated Authority:**

The Community Coach will be provided with appropriate authority to conduct this role.

## Purpose and Overview

The role of the Community Coach is to support, deliver or lead a range of MVFC community football programs to drive participation and engagement in alignment with the Club's Community pillars:

- Participation
- Education
- Inclusion
- Female

Responsibilities may fall to individuals or be shared amongst a team, depending on individual program requirements.

To achieve this, the Community Coach must provide high quality football coaching and actively deliver the Club's outcomes by:

- Embodying the club's values.
- Creating strong relationships with program participants, their wider support network, and the local community.
- Committing to a culture of continuous improvement and professional development.



## Position Responsibilities

Responsibility	Deliverables
<b>Coaching &amp; Community Engagement</b>	<ul style="list-style-type: none"><li>• Planning appropriate football sessions relevant to the target audience across a range of community programs including:<ul style="list-style-type: none"><li>○ Our Game, Our Community</li><li>○ Holiday Program</li><li>○ Masterclass</li><li>○ Football Centres</li><li>○ School Visits</li><li>○ Community Events</li></ul></li><li>• Delivering high quality and engaging community football sessions.</li><li>• Promote and grow football through program delivery.</li><li>• Drive community engagement with the Club enhancing Melbourne Victory's profile.</li><li>• Build and maintain positive relationships with participants and their families, program partners and the wider community.</li></ul>
<b>Administration</b>	<ul style="list-style-type: none"><li>• Complete pre-session risk assessments supporting participant safety.</li><li>• Complete post-session reporting and evaluation.</li><li>• Provide regular feedback to continuously improve program coordination, content and delivery.</li></ul>
<b>General</b>	<ul style="list-style-type: none"><li>• Show an active commitment to your own ongoing professional development and support Melbourne Victory development activities, training and events.</li><li>• Actively participate in general club activities as required.</li><li>• Follow all company OH&amp;S policies and procedures, both at the office and at on-site community activities.</li></ul>

## Victory Values

Victory is an organisation with strong values and with 'family' at the core of what we do. Demonstrating the following core values is critical to successfully enacting this role at MVFC:

- Inclusive
- Bold
- Ambitious
- Inspiring
- Respectful



## Key Selection Criteria

### Qualifications

Successful candidates must hold, or confirm their ability to attain the following qualifications prior to employment:

- Football Australia MiniRoos Grassroots Football certification
- Provide First Aid certification
- Provide Cardiopulmonary Resuscitation (CPR) certification
- Valid Working with Children Check

### Experience

- Knowledge, experience, and passion for community coaching and/or social inclusion work.
- Ability to engage with children and young people from a variety of backgrounds.
- Willingness to undergo MVFC training and induction processes.

### Skills

- Excellent interpersonal and communications skills.
- High standard of professionalism and maturity.
- Computer literacy.
- Problem solving: Identify issues and appropriate courses of action to solve problems.
- Time management: Effectively manage one's time and resources to ensure that work is completed efficiently and within the deadlines.
- Enthusiasm: Consistent in maintaining a high and positive productivity level.
- Ability to work independently and as part of a team.
- Ability to travel independently to multiple program locations, including the transport of football equipment.

### Compliance

- Successful candidates are required to comply with relevant Melbourne Victory policies, procedures and guidelines.