**[Club Name]**

position description – coach/instructor

Pony Club is committed to protecting Children from harm. We require all applicants that will work with Children to undergo an extensive screening process prior to appointment.

# REPORTS TO

* Chief Instructor/Head Coach

# PURPOSE

Assist with the delivery of the coaching program to help members increase their riding ability, their knowledge of horse management and their love of horse sport.

# Role REsponsibilties

* Provide high quality and effective coaching, utilising contemporary coaching principles and methodologies to develop and engage riders.
* Deliver engaging, creative and interesting sessions that challenge and create a sense of determination in riders.
* Be a source of information of competition rules and regulations.
* Differentiate coaching according to age and abilities of participants.
* Assist the Rally Coordinator or Head Coach when appropriate, requested or required.
* Develop rider competence over time, with clear feedback whilst fostering confidence in the rider.
* If required grade or regrade riders for competition.
* Encourage creativity, fun and passion for horse sports.
* Ensure you are aware of all policies, specifically requirements around safeguarding and children.

# CODE OF CONDUCT

I agree to be bound by the Pony Club Australia Code of Conduct, all National Integrity Framework policies and other rules, regulations and policies of the organisation.

**conflict of interest**

If at any stage you become aware of a personal conflict of interest, real or perceived, they should immediately notify the Club Committee, where it will be noted and managed as required for transparent management.

# EDUCATION & SKILLS

**ESSENTIAL:**

* Hold a current membership with Pony Club.
* Must have a working with children check registered on the Association database and registered with the organisation as required.
* Must have completed and registered on the Association database the following courses:
  + Safeguarding Children and Young People in Sport Induction
  + National Integrity Framework
  + Anti-Doping Fundamentals
  + Annual Update

## DESIRED:

* Hold a current Coaching Qualification from PCA or EA.

# Remuneration

This position is undertaken on a voluntary basis.

# Agreement

I, ………………………………………………………………………….., herby agree to accept and undertake the position as outlined above and abide by all policies, rules, regulations and procedures of the organisation.

Signed: Date: