

Gymnastics Coach

Classification:	Fitness Industry Award Level 3		
Date Reviewed:	July 2025		
Department:	Programs	Reporting to:	Gymnastics Coordinator
Approved by:	General Manager Operations – Stadiums		

About GLXY Gymnastics

GLXY is a newly established brand of South East Leisure, setup to provide high-quality, inclusive programs to facilitate learning and development through movement and physical activity.

In early 2024, we're excited to be launching our first GLXY program – **GLXY Gymnastics** and we are looking for Coaches to help us takeoff in style!!

Our GLXY Gymnastic program is aligned to Gymnastics Australia's national curriculum, and we're excited to see our gymnasts reach for the stars with our Coaches helping them grow by engaging in movement in a fun, safe and welcoming environment.

About South East Leisure

South East Leisure are a leisure management company based in the City of Greater Dandenong with a vision to enhance the health and wellbeing of our community by providing sustainable world class experiences.

We, at South East Leisure pride ourselves on being driven by our values:

CARE – We care about our people, our actions, and our outcomes

OPEN – We are honest, transparent, and respectful in our actions

FUN – We work hard, we have fun and celebrate our success

SUSTAINABLE – We provide commercially and environmentally sustainable outcomes

South East Leisure manage and operate the four major leisure facilities in the Greater Dandenong area:

- Dandenong Oasis
- Noble Park Aquatic Centre
- Springers Leisure Centre
- Dandenong Stadium

We are committed to building a team full of positive, hardworking, and adaptable superstars. In return for your passion and commitment, we will:

- Provide you with flexibility in your role – We are passionate about creating a healthy work life balance
- Encourage you to contribute to our social and environmental outcomes
- We are passionate about creating a positive social impact and are always exploring ways that we can implement environmentally sustainable improvements.
- We will always value and listen to your ideas into ways we can improve our programs, services and business.

About the role

As the Gymnastics Coach you will be responsible for planning and delivering high quality gymnastics programs to participants. GLXY Gymnastics vision is to provide a high-quality and fun environment to facilitate learning and development through movement, and the role of the Gymnastics Coach is pivotal in ensuring this is achieved in our gymnastics programs. Gymnastics Coaches must have excellent communication skills to communicate with participants, parents/carers, and other team members at the facility.

As a Gymnastics Coach you will be responsible for taking attendance in classes, delivering engaging and enthusiastic lessons, and providing feedback to participants. You will be responsible for completing gymnastics assessments throughout the year and communicate the results with participants and parents/carers.

Key Responsibilities and Specialist Skills

- Provide high quality gymnastics coaching to all participants regardless of ability
- Maintain a focus on learning through movement and a growth mindset
- Provide safe and fun gymnastics and highly engaging environment for participants
- Celebrate successes of participants, issuing awards, certificates and publishing on organisation social media accounts in line with policy
- Deliver a high level of communication to the team, participants and parents
- Follow the lesson plans and provide feedback to Gymnastics Coordinator to support with continuous improvement
- Ensure the safety of all participants and comply with all safety procedures
- Ensure a high standard of facility presentation
- Provide a high standard of service to all customers, following the organisations standards for achieving service excellence
- Maintain a commitment to professional development
- Cooperate with other coaches and team members to ensure smooth transitions both around the gym and between classes
- Stay informed about all communications to ensure you are aware of and understand company policies, procedures, and updates.
- Complete assessments and communicate results with participants and parents/carers
- Ensure lesson plans and records are kept up to date and communicated appropriately
- Participate in coaching at outreach programs and events where appropriate
- Other duties as required

Qualifications and Experience

Required Qualifications:

- HLTAID011 – Provide First Aid
- HLTAID009 – Provide cardiopulmonary resuscitation. (CPR)
- Gymnastics Coaching Qualification (beginner, Intermediate, Advanced or Advanced Silver)
- Gymnastics Australia Technical Membership

- o Current Working with Children Employee check
- o Satisfactory National Police Check (funded by SEL)

Desirable Qualifications:

- o Gymnastics Australia KinderGym Qualification
- o Gymnastics Australia Gym for All Qualification
- o Coach Supervisor Course
- o Experience delivering programs for children and young people
- o Experience with gymnastics either as a gymnast or in a coach or administrative role

Organisational Relationship/Context

Reports to Gymnastics Coordinator

Major contacts

Internal Liaisons:

- o Venue Coordinator
- o Leadership team
- o Gymnastics Coaches
- o Internal team

External Liaisons:

- o Members and Patrons
- o Gymnasts and Carers
- o Community Groups/Organisations
- o Local Schools Gymnastics Victoria

South East Leisure is an equal opportunity employer committed to fostering a safe, inclusive, and diverse workplace.

- o We welcome applications from people of all backgrounds, including Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse communities, people with disability, people of all ages, faiths, gender identities, and sexual orientations. We value the unique contributions and perspectives of every individual and strive to ensure our workforce reflects the communities we serve.

Child safety and Wellbeing

- o SEL wants children to be safe, feel safe, happy, and empowered; we take all reasonable steps to ensure those engaging with children are suitably skilled, well-prepared, and aligned with our commitment to safety and wellbeing.

PHYSICAL REQUIREMENTS OF POSITION

POSITION TITLE	Gymnastics Coach	DEPARTMENT	Stadiums
REPORTS TO	Gymnastics Coordinator	DATE REVIEWED	July 2025

PHYSICAL REQUIREMENTS	Performed Frequently More than 2 hours per shift, or continually for 30 minutes.	Performed Sometimes Less than 2 hours per shift.	Rarely Performed Infrequent / ad-hoc
Keyboard duties		✓	
Reading tasks		✓	
Writing tasks		✓	
Sitting		✓	
Walking / Standing	✓		
Driving Car			✓
Lifting / carrying (Light) < 10kg	✓		
Lifting / carrying (Heavy) > 10kg	✓		
Pushing / pulling (Light) < 10kg	✓		
Pushing / pulling (Heavy) > 10kg	✓		
Cutting (knife work)			✓
Bending	✓		
Kneeling / squatting	✓		
Climbing (stairs, ladders, scaffold)		✓	
Exposure to hazardous substances / dangerous goods			✓
Exposure to blood / bodily fluids / human waste		✓	
Exposure to dust / dirt			✓
Stress – difficult customers			✓
Stress – resolving conflict scenarios			✓
Stress – tight deadlines			✓
Stress – other (specify)			✓
Exposure to noise > 85dB			✓
Exposure to wet environment (including working in pool water)			✓
Exposure to hot temperatures (up to 39°C)			✓
Continuous concentration	✓		

MINIMUM PHYSICAL REQUIREMENTS	Yes	No
Ability to swim a minimum of 200 metres of a survival stroke		✓
Ability to team-lift a patient out of a pool during a rescue situation		✓
Ability to tow a patient for a minimum of 25 metres in a pool during a rescue situation		✓
Ability to perform Cardio Pulmonary Resuscitation (CPR) for an extended period of time	✓	
Sustained cardio-vascular training		✓

Declaration

It is essential to disclose any pre-existing illnesses, injuries, or conditions that may affect their ability to meet these physical requirements before employment or as soon as they become aware of them.