

Anness A

Ministeru	Ministeru għall-Edukazzjoni u l-Isport (MES)
L-impjieg	Part-time Coach



MINISTERU GĦALL-EDUKAZZJONI U L-ISPORT

TRIQ L-ASSEDJU L-KBIR, FURJANA, MALTA

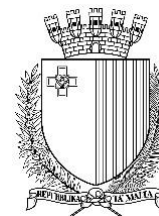
Dmirijiet u responsabbiltajiet

Id-dmirijiet ta' part-time Coach jinkludu:

- i. Jassigura li l-pjanijiet ta' hidma u l-kisbiet għal kull term u kull sena jkunu ppjanati u mogħtija fil-hin;
- ii. Jippjana, jipprepara u jmexxi sessjoni tat-taħriġ lill-istudenti-atleti f'dik is-sena partikolari fil-kurrikulu tal-football;
- iii. Puntwalità u ilbies skont l-uniformi tal-iskola;
- iv. Jassigura standards għoljin u professjonali fit-taħriġ bi kwalità fl-ikkowċjar;
- v. Jassessja, jirrekordja u jirrapporta l-iżvilupp, il-progress, il-kisbiet u l-imġiba ta' kull student-atleta;
- vi. Jutilizza l-analizi tal-video b'mod effettiv u jwassal rispons lill-plejers;
- vii. Jittestja u/jew jassisti physical trainers f'sensiela ta' fitness tests li jkejlu u jimmonitorjaw lill-istudenti-atleti fil-livell fiżiku ta' fitness;
- viii. Jimla r-rapporti tal-progress ta' kull student-atleta għal kull term;
- ix. Jassigura l-kustodja sigura u l-użu tal-aqwa riżorsi użati minnu nnifsu waqt is-sessjoni tal-main sport /fitness tests;
- x. Jirreġistra u jimmonitorja l-attendenza tal-istudenti-atleti li jkunu taħt is-superviżjoni tiegħu;
- xi. Jipprepara karta tal-eżami u l-iskema ta' marki kif meħtieġa;
- xii. Kun responsabbli għas-saħħa u s-sigurtà tal-istudenti li huma taħt is-superviżjoni tiegħu, jirrapporta xi ksur fil-linji gwida jew imġiba hażina lill-persuni kkonċernati;
- xiii. Jattendi laqgħat tal-iskola/seminars jew korsijiet tat-taħriġ tal-istaff u xi avvenimenti oħra;
- xiv. Isiefer fuq tournaments/ training camps barra minn Malta u avvenimenti li jiġu organizzati mill-iskola matul is-sena;
- xv. Tikkomunika, tikkonsulta u tikkoopera ma' membri oħra tal-istaff tal-iskola tinkludi wkoll responsabbiltajiet speċjali u tassigura lill-ġenituri /kustodji l-aqwa interess lill-istudenti;
- xvi. Tirrevedi u tevalwa l-istrateġiji tiegħu ta' tagħlim u tghallim, metodoloġiji u programmi li huma f'parità mal-programmi tal-Iskola Nazzjonali tal-Isport;
- xvii. Tagħti pariri u tikkoopera mal-Kap tal-Iskola, l-Assistenti Kapijiet, Kapijiet tad-Dipartiment, Uffiċjali Edukattivi, u għalliema oħra fil-preparamenti u l-iżvilupp tal-qasam ta' studju, materjal, metodi u programmi marbut mal-ikkowċjar;
- xviii. Kwalunkwe kompitu ieħor li s-superjur jista' jiddelega lilu/ha, kif jista' jkun meħtieġ; u
- xix. Kwalunkwe dmir ieħor hekk kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry	Ministry for Education and Sport (MES)
Job title	Part-time Coach



MINISTRY FOR EDUCATION AND SPORT

GREAT SIEGE ROAD, FLORIANA, MALTA

Duties and responsibilities

The duties of a part-time Coach include:

- i. Ensuring that schemes of work and outcomes for each term for each year group are planned and handed in good time;
- ii. Planning, preparing and delivering training sessions to all the student-athletes in the year group within the football curriculum;
- iii. Punctuality and wearing the school attire;
- iv. Ensuring high standards of professional practice and quality of coaching;
- v. Assessing, recording and reporting on the development, progress, attainment and behaviour of each student-athlete;
- vi. Utilising video analysis effectively and deliver feedback to players accordingly;
- vii. Testing and/or assisting the physical trainers in a series of fitness tests that measures and monitors the student-athletes' physical fitness level;
- viii. Filling the progress reports for each student-athlete per school term;
- ix. Ensuring the safe custody and optimum use of equipment/resources used by oneself during main sport sessions/fitness tests;
- x. Registering and monitoring the attendance of student-athletes under one's care;
- xi. Preparing an exam paper and marking scheme as required;
- xii. Be responsible for the welfare, health and safety of students in his care, reporting any concerns or breaches of guidelines or behaviour to the appropriate persons;
- xiii. Attending school meetings/seminars and staff training courses and events as required;
- xiv. Travelling to tournaments/training camps abroad and events as assigned by the school throughout the year;
- xv. Communicating, consulting and co-operating with other members of the school staff, including those having posts of special responsibility and parents/guardians to ensure the best interest of students;
- xvi. Reviewing and evaluating one's own teaching and learning strategies, methodologies and programme/s in line with the National Sports School programmes;
- xvii. Advising and co-operating with the Head of School, Assistant Head, Heads of Department, Education Officers, and other teachers in the preparation and development of courses of study, coaching materials, coaching programmes, methods of coaching;
- xviii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required; and
- xix. Any other duties as directed by the Principal Permanent Secretary.