

Pymble Ladies' College

**Head of Sport -
Aquatics**

Pymble Ladies' College

SPORTSPEOPLE
RECRUITMENT



- **Strategically lead the College's swimming, water polo and diving programs**
- **Oversee the Aquatic Centre and Learn to Swim program**
- **Foster a culture of participation, performance, and professionalism**
- **World class facilities in Pymble, NSW**

About Pymble Ladies' College

Based on 50 acres of beautiful park-like grounds on Sydney's upper North Shore, Pymble Ladies' College is a non-selective, independent school for girls from Kindergarten to Year 12. The opportunities - both curricular and co-curricular - ensure Pymble girls have every chance to achieve the ambitions they set for themselves.

Pymble is proud to be the first independent school in Australia to be designated as an Australian Olympic Pathway School by the Australian Olympic Committee. This achievement demonstrates dedication to providing students with outstanding opportunities, resources and support to help them pursue their Olympic dreams.

On campus sits the Braith Williams Aquatic and Fitness Centre which includes:

- 50m heated indoor eight-lane swimming pool with multiple diving platforms and a dive bubble
- large purpose-built learn-to-swim pool
- multi-purpose fitness centre, incorporating strength & conditioning facilities and treatment rooms

Pymble Ladies' College has five core values which guide all behaviour and affirm the College's commitment to its Christian heritage and identity as a school of the Uniting Church in Australia:

CARE - I am kind to myself and others

COURAGE - I am open to new experiences to learn and grow

RESPONSIBILITY - I take ownership of my actions

RESPECT - I value diversity, my worth and the worth of others

INTEGRITY - I do the right thing, even when no one is watching

"As one of three Heads of Sport, this is a key leadership position delivering operational excellence across three sports and oversees our Aquatic Centre and Learn to Swim program." **Greg Meagher, Executive Director - Cocurricular**



Head of Sport - Aquatics

The Head of Sport - Aquatics provides collaborative leadership and strategic oversight of the College's Aquatic programs - Swimming, Diving and Water Polo. This role ensures excellence in management of staff, program operations, coaching, athlete wellbeing, and the overall student experience within all aquatic disciplines.

In addition, this role oversees the management and daily operations of the Aquatic Centre, including the delivery, quality assurance and financial sustainability of the College's Learn to Swim program. This includes coordination of staff, compliance, safety standards, and alignment with College policies and strategic objectives.

Working as one of three Heads of Sport within a collaborative leadership model, this role shares responsibility for the planning, coordination, and continuous improvement of all College sport programs. Together, the three Heads of Sport lead Head Coaches, Sports Coordinators, and specialist staff to deliver inclusive, high-performance, and future-focused opportunities for every student.

The Head of Sport - Aquatics plays a pivotal role in advancing Pymble's vision as Australia's leading school for girls in sport. This includes fostering a culture of participation, performance, and professionalism; ensuring that all aquatic programs reflect the College's strategic priorities, the FTEM athlete development framework, and the College's Olympic Pathway vision towards Brisbane 2032 and beyond.

To be considered for this role, you will ideally have high-level swimming or aquatics coaching experience and demonstrate strong expertise in coordinating a range of sporting programs, preferably within a school environment. You will bring a genuine passion for fostering girls' participation in sport, complemented by excellent management, communication and time-management skills.

With proven team leadership, supervision and staff development capabilities, you will contribute to a culture of continuous improvement. An empathetic and decisive leader, you can communicate effectively with students, parents, staff, sporting associations, contractors and service providers. Practical experience within a commercial Learn to Swim environment, including operations and budget management, will further support your success in this position.

This is a unique opportunity to shape the future of aquatic sports at a leading girls' school and make a lasting impact on the next generation of athletes.



Role Accountabilities

Strategic Leadership and Program Oversight

- Provide strategic leadership across all aquatic sports, ensuring alignment with College priorities, the FTEM framework, and the Olympic Pathway vision.
- Collaborate with the Director of Sport to design and implement a unified, high-performing K-12 sport structure that supports both participation and performance pathways.
- Lead continuous improvement across aquatic programs, identifying innovation opportunities, enhancing systems, and embedding best practice.
- Oversee strategic planning, scheduling, and resource allocation for all aquatic programs and the Aquatic Centre.
- Develop and maintain policies and procedures to ensure high operational standards, compliance, and program consistency.
- Contribute to strategic projects and initiatives that position Pymble as a national leader in school-based sport and athlete development.

Coaching Excellence and Performance Pathways

- Lead the recruitment, induction, mentoring, and performance management of Aquatic coaching and operational staff.
- Foster a collaborative coaching culture built on shared learning, evidence-based practice, and athlete-centred pedagogy.
- Provide professional development opportunities for coaches and coordinators, aligned with College goals and best practice frameworks.
- Ensure visibility across training sessions, competitions, and College events to monitor coaching quality and consistency.

- Support transparent, fair, and well-communicated selection processes for student teams and representative opportunities.
- Develop and track key performance indicators to measure participation, athlete progress, and program impact.

Program Delivery and Operations

- Provide strategic oversight of all Aquatic Centre operations, including facility management, staff rostering, compliance, and safety.
- Oversee the College's Learn to Swim and community aquatic programs, ensuring quality instruction, efficient scheduling, and financial sustainability.
- Facilitate the entry of appropriate teams and athletes into IPSHA, IGSA, local, state, and national competitions.
- Oversee student nominations for representative events (e.g. CIS, State Championships), ensuring accuracy and adherence to deadlines.
- Maintain accurate data on participation, attendance, and performance for reporting and award processes.
- Ensure clear communication of expectations to students, staff, and parents, consistent with College values and the Pymble Code of Behaviour.

Student Wellbeing and Development

- Provide a safe and supportive playing and training environment for all sport programs.
- Promote positive and inclusive experiences for students, encouraging enjoyment, resilience and teamwork.
- Foster the development of skills, knowledge and values aligned with the College's mission and athlete development frameworks.
- Support student wellbeing and manage behavioural or pastoral concerns in collaboration with relevant College staff.

Relationship Management and Communication

- Develop strong, professional relationships with students, parents, colleagues, and external stakeholders, including governing bodies and partner organisations such as the Knox Pymble Swimming Club.
- Represent the College in professional and community forums, promoting Pymble's reputation for excellence in aquatics and sport.
- Work collaboratively with the other Heads of Sport and the Director of Sport to ensure alignment, consistency, and shared accountability.
- Provide timely and professional communication to all stakeholders, ensuring transparency and alignment with College standards.
- Contribute to College publications, reports, and promotional materials, reflecting the professionalism and success of the Sport Department.

Risk Management and Compliance

- Report directly to the Principal on any matters relating to child protection.
- Consistently adhere to College policies and procedures, particularly those related to Risk Management, WHS, Child Protection and emergency response.
- Support Sport Coordinators in compiling risk assessments for all excursions, events and activities related to sport.
- Assist key staff in developing and maintaining efficient risk management plans that align with College policy and legislative requirements.

Accountabilities (Continued)

Professional Learning and Growth

- Engage in ongoing professional development related to leadership, coaching, athlete development and wellbeing.
- Participate in relevant conferences, workshops and professional networks to remain at the forefront of best practice in school sport.
- Demonstrate a commitment to reflective practice and continuous learning.

Other Responsibilities

- Undertake other duties as required by the Director of Sport or College Executive to support the effective functioning of the Sport Department.

Selection Criteria

In addition to demonstrating **relevant experience across the core functional areas of responsibility identified in this Position Overview**, candidates applying for this role will require a range of personal and professional skills, including:

- Experience of high-level coaching in an Aquatic sport.
- Expertise in coordinating sporting programs, ideally from within a school environment.
- A passion for girls' participation in sport.
- Strong management and communication skills.
- Experience in coordinating a variety of sports in an educational setting.
- Demonstrated experience in team leadership, supervision and development.
- The ability to engage in reflective practice and a culture of improvement.
- The ability to communicate effectively with students, parents, staff, sports associations, contractors, teachers and service providers.
- Excellent time management skills and the ability to prioritise.
- Practical experience and a good understanding of competency-based development programs.
- Sport/Business leadership experience including budget management and operations, ideally within a commercial Learn to Swim environment (desirable).
- Willingness to support the ethos and values of the College.

Candidates must be an Australian Citizen / Permanent Resident or have unlimited working rights within Australia to be considered for this position.



Hours of Work

This is a permanent full time position. Given the unique nature of the role, working outside of office hours, including weekends, may be required from time to time.

Location and Travel

The role is based at Pymble Ladies' College, Avon Road, Pymble NSW.

The role may require occasional travel to attend competitions and events.

Remuneration Guide

An attractive executive level remuneration package will be available to the successful candidate, negotiable depending upon skill level and experiences. At the time of applying, candidates are invited to indicate their current salary and salary expectations.

Candidates are invited to phone Sportspeople Recruitment to discuss salary before applying if that will be helpful in your decision making.

Timelines

Final interviews and the appointment of this role are scheduled for December 2025.

The successful candidate would be expected to commence duties in January 2026, mindful of notice periods and general availability.

Website & Social Media

For more information and news items on all facets of activities, services and programs, visit:

Website: pymblelc.nsw.edu.au

Facebook: facebook.com/PymbleLC

Instagram: instagram.com/pymblelc

LinkedIn: [au.linkedin.com/school/pymble-ladies'%E2%80%8Bcollege](https://au.linkedin.com/school/pymble-ladies%E2%80%8Bcollege)



Please apply now!

Please note Sportspeople Recruitment will commence screening for this role immediately. **If you are intending to apply, please do so now - we reserve the right to close the role as soon as sufficient merit applications are received.**

Candidates must complete and submit the COMPULSORY **Sportspeople Recruitment Application Form** at the time of applying. The form is available as a download at the Sportspeople Recruitment website listing for this role and contains questions against which we require your specific response prior to considering your application.

Sportspeople Recruitment prefers a 1-2 page letter of introduction and an accompanying CV of no more than 6 pages, merged into the Application Form as one MS Word file.

Apply to

Your application should be sent electronically via the "apply now" link at the advertisement via sportspeoplerecruitment.com/jobs

Enquiries

In the first instance general enquiries should be directed to **Scott Oakhill** on **(+61) 0408 258 337** or **FREECALL AU 1800 634 388** or via admin@sportspeoplerecruitment.com.

About Sportspeople Recruitment

The Head of Sport - Aquatics, Pymble Ladies' College search and recruitment process is being managed exclusively by **Sportspeople Recruitment**.

Sportspeople Recruitment is a leading executive search and recruitment firm servicing sport business. Celebrating 29 years in 2025 our curated Talent Network has been developed as a result of successfully filling thousands of roles across the A-Z of sport business employers.

We offer the most experienced Consultant team in the market available to assist with executive search, general recruitment, hiring strategy, remuneration planning and executive/Board advice.

We are delighted to have been appointed by Pymble Ladies' College as the exclusive search partner for the Head of Sport - Aquatics position.

Australian owned - globally connected - since 1996

Merit Recruitment

Don't meet every single requirement? Studies have shown women and minority groups are less likely to apply for jobs unless they meet every single qualification. **Sportspeople Recruitment has a reputation as a leader in merit recruitment.** Everything we do has a focus on presenting the best candidates to our client Employer whilst maintaining a commitment to do what we can to address the imbalance of under-represented groups in leadership positions.

If you believe you have what it takes to perform this job but don't tick off every single qualification and experience we've listed, we encourage you to focus on the strengths, experience, qualifications and soft-skills you do have as the reasons you should apply. Believe in yourself and if still in doubt call our Consultant for a quick chat or simply apply. Without an application we can't consider you and we'll never consider your application a waste of our time.

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