

Sport Coordinator – Senior School

Position Overview

Come and join Loreto College Marryatville, South Australia's Number 1 Independent Catholic girls' school and grow your career.

The Sport Coordinator Senior School is responsible for the effective coordination and delivery of the College's comprehensive sporting program. This includes promoting and encouraging student participation, overseeing the administration and organisation of sporting activities, and ensuring the successful operation of both College-based and interschool sporting events and carnivals.

The Sport Coordinator Senior School plays a key role in upholding and enhancing the reputation and values of Loreto College through proactive communication, detailed planning, and the development of positive and collaborative relationships with students, staff, families, coaches, sporting associations, and other stakeholders involved in the College's sporting program.

Knowledge and Skills Required

- Demonstrated experience in coordination of sport programs in a school environment
- Understanding of requirements of a wide range of sports, including structures, umpiring, equipment, etc

Personal Qualities

- Exceptional organisational and time management skills
- Superior interpersonal skills, including the ability to listen and communicate effectively and empathetically to achieve successful outcomes
- Excellent communication skills, both written and verbal, that can be used effectively with staff, students and parents
- Ability to work independently, be self-motivated and proactive and also be an active and supportive contributor in a team environment

Qualifications

- Approved first aid, emergency asthma and anaphylaxis management training
- Responding to Risk of Harm, Abuse and Neglect – Education and Care certificate

Application Details

The position is a replacement part-time position, working 22.5 hours per week (0.6 FTE). The position commences on 20 January 2027 and concludes on 7 December 2027.



LORETO COLLEGE
Marryatville, South Australia

Please provide copies of the following documents:

- Address each of the Selection Criteria outlined in the role description (download from www.loreto.sa.edu.au/employment)
- Your Curriculum Vitae
- The name, addresses and full contact details (including email address) of three current referees who may be approached.
- All applicants will be required to complete an Applicant Declaration Form for School Employees which is available on our website. This form must be submitted with your application.

Additional Requirements

- Approved first aid training
- Responding to Risks of Harm, Abuse and Neglect - Education and Care certificate
- All applicants will be required to undergo a Working with Children Check and Catholic police clearance. Please attach any relevant certificates to your application.

Applications close at 9.00 am on Wednesday, 2 September 2026

Please forward your application to Anna Fitzpatrick at anna.fitzpatrick@loreto.sa.edu.au