

Role Description

Coach, Endurance Cycling



Cluster	Creative Industries, Tourism, Hospitality and Sport
Department/Agency	NSW Institute of Sport
Division	High Performance
Classification/Grade	NSWIS Grade 2, Level 1
Senior executive work level standards	Not applicable
Location	Sydney
OSCA Code	223234
PCAT Code	3226892
Date of Approval	1 October 2026
Agency Website	NSW Institute of Sport (NSWIS)

Agency overview

The NSW Institute of Sport [NSWIS] is a high performance sporting organisation that supports exceptional athletes and inspires NSW communities. We reach all regions of NSW with an Olympic and Paralympic training facility based at Sydney Olympic Park and high performance hubs across NSW that provide world leading daily performance environments. Our experts work in collaboration with national sporting system partners to deliver high performance support services and environments to prepare athletes and coaches for international competition.

NSWIS plays an integral part in Australia's High Performance 2032+ Sport Strategy – Win Well. We are committed to building an inclusive and sustainable sporting system that is athlete focused, exceptionally led and purposefully collaborative.

We ensure athlete safeguarding is prioritised and that the integrity of sport is embedded in our organisation.

Primary purpose of the role

The NSWIS Endurance Cycling Coach is responsible for delivering high performance coaching within the NSWIS Endurance Cycling Program. Working with the support of NSWIS and AusCycling mentors, the coach will aim to drive consistent and progressive performances at national and international level for NSWIS scholarship athletes across the road, track, para and mountain bike cross-country disciplines.

Working under the leadership of the NSWIS High Performance Manager, the role is accountable for planning, coordinating and delivering the day-to-day activities of the NSWIS Endurance Cycling Program. The coach works collaboratively with the High Performance Network Head Coach, National Mountain Bike Coach, performance support staff and mentors to: (i) optimise the holistic development of performance and performance pathway cyclists through individual performance planning, integrated performance support and coaching; (ii) support athlete progression and

selection into national teams and high-performance pathways; and (iii) contribute to the development of athletes prepared for the demand of international competition.

Key accountabilities

- Develop, implement, and regularly review Individual Athlete Performance Plans (IAPPs) for allocated NSWIS Endurance Cycling athletes, in collaboration with the NSWIS Performance Team and where appropriate, personal coaches.
- In collaboration with the High-Performance Manager, NSWIS & AusCycling mentors and Performance Support staff, provide technical coaching expertise and guidance to optimise athlete development and performance (aligned to AusCycling's Athlete Development Framework), while contributing to continuous improvement, evidence-informed coaching practices and a high-performance culture.
- Provide hands-on coaching focused on maximising individual athlete and squad performance. Lead the coaching of allocated athletes and squads at training camps and major competitions, making evidence-informed technical and tactical decisions while working collaboratively with the NSWIS and AusCycling mentors, and the Performance Support Team to optimise performance outcomes.
- Work collaboratively with the NSWIS High Performance Manager to prioritise and coordinate performance support services and effectively utilise allocated program resources. In partnership with NSWIS and AusCycling mentors, ensure NSWIS Endurance Cycling athletes receive targeted, evidence-informed interventions that optimise athlete development and performance outcomes.
- Support the development and implementation of the NSWIS Endurance Cycling performance plan aligned with AusCycling and NSWIS strategic objectives. Collaborate with the NSWIS High-Performance Manager, Performance Team, and NSWIS and AusCycling mentors to establish evidence-informed performance targets, refine coaching strategies and optimise athlete development outcomes.
- Support the development and lead the delivery of the European Ready initiative, coordinating activities that prepare athletes for the demands of international travel, competition environments, life skills and international performance. Collaborate with the NSWIS High-Performance Manager, NSWIS and AusCycling mentors, and Performance Support Team to optimise athlete readiness and transition into international competition settings.
- Proactively engage with the High-Performance Network, NSWIS and AusCycling coaches to share coaching expertise, contribute to collaborative learning opportunities and support the continuous improvement of the cycling performance system.
- Collaborate with the Performance Support Team, Medical Team and NSWIS & AusCycling mentors, to coordinate integrated athlete support strategies that promote rider health and wellbeing. Contribute coaching insights and athlete observations to inform effective performance interventions.
- Foster a high-performance environment that reflects the principles of Winning Well, supporting athlete and coach wellbeing, personal development, integrity and sustainable performance outcomes.

Key challenges

- Working in a fast paced, complex multi-discipline high-performance sport environment.
- Working within a restricted resource environment.
- Working with a variety of athlete contexts, with a mix of centralised, remote, and overseas based athletes.

- Working collaboratively with multiple stakeholders and varying agendas, inclusive of professional teams and personal coaches.
- Adapting to ways of working that includes 'cross discipline' delivery of performance support requiring close liaison with discipline expertise.

Key relationships

Internal

Who	Why
NSWIS High Performance Manager	• To collaborate on program planning, athlete performance priorities and operational decision-making, ensuring alignment with NSWIS objectives and the broader high-performance pathway
NSWIS scholarship holders of endurance cycling	• To prepare athletes so they can perform at their best
NSWIS Performance Team	• To create a high-performance Daily Performance Environment [DPE] with specialist support for athletes coordinated through an effective performance team. • To collectively build a holistic program that develops athletes for world leading performances
NSWIS Sport Program Coordinator	• To facilitate effective sport operations and administration
NSWIS Mentor	• To seek guidance, technical expertise and coaching insights to support athlete development, support personal wellbeing, enhance coaching practices and ensure alignment with NSWIS/AusCycling high-performance objectives.

External

Who	Why
AusCycling Australian Cycling Team Staff and High Performance Network	• To align with WITTW framework, individual athlete plans, and progression with the national coach/program. Support in identifying athletes with high potential. • Develop supportive relationships with professional cycling stakeholders (team owners, agents, racing directors) that facilitate athlete pathways into teams. • Build supportive relationships with AusCycling Development Academies in NSW and NSW Regional Academies of Sport to understand the depth of the cycling talent pool
Clubs	• To communicate a high-performance success profile, with home coaches and professional development teams to ensure alignment.
AusCycling & AusCycling NSW support staff	• To collaborate on athlete preparation, performance planning and competition delivery, leveraging technical expertise and shared knowledge to optimise athlete development and performance outcomes. • Collaborate with AusCycling in relation to facility access, storage, and maintenance at the Dunc Gray Velodrome,

Who	Why
	alongside the high-performance manager and NSWIS program coordinator.
AusCycling High Performance Network Head Coach	To seek guidance, technical expertise and coaching insights to support athlete development, enhance coaching practices and ensure alignment with NSWIS/AusCycling high-performance objectives.

Role dimensions

Decision making

As per NSWIS Delegations Manual.

Reporting line

Nil

Direct reports

Nil

Budget/Expenditure

As per NSWIS Operating Endurance Cycling budget

Key knowledge and experience

- Successful campaign delivery at a State/National level
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- Experience with devising and executing a long-term periodised plan to guide the development of pre-emerging / talent / emerging international athletes
- Experience working in international / domestic high-performance sport environments, developing high potential performers into potential podium / podium performers
- Demonstrated knowledge of international high-performance best practice, including awareness of developing trends in coaching technique, skill development, program growth and long-term holistic development
- Experience in building and driving partnerships to better achieve shared high-performance development outcomes
- Exceptional interpersonal and communication skills, with the ability to inspire, and collaborate effectively with a range of stakeholders, including athletes, coaches and parents.
- Up to date with current trends in coaching science and practice that contribute to athlete success
- Understanding the key levers for high-performance delivery to achieve national/international success
- Understanding how to effectively leverage support services for national/international success in a 'restricted resource environment'
- Knowledge of talent pathway considerations and associated athlete success profiles for stages of the pathway
- Awareness of frameworks and tools that promote continuous improvement for work teams and individual contributors
- Knowledge of the Australian High-Performance Sport Systems
- Intermediate/Advanced knowledge of MS Office and other sports specific computer programs

Essential requirements

▪ Essential	▪ Desirable
▪ Minimum AusCycling Development Coach accreditation (Advanced preferred) ▪ Sport Integrity Australia (SIA) Anti-doping Fundamentals ▪ SIA Anti-doping Annual Update ▪ Valid Driver's License ▪ Current Working with Children Check (WWCC) ▪ SIA (PBTR) Child Protection and Safeguarding ▪ First Aid and CPR Certificate	▪ Relevant tertiary qualification (or equivalent experience) in coaching, coach mentoring sport science or equivalent. ▪ Motorbike licence or willingness to obtain within 12 months

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

The capabilities are separated into **focus capabilities** and **complementary capabilities**.

Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

Capability group/sets	Capability name	Behavioural indicators	Level
 Personal Attributes	Act with Integrity Be ethical and professional, and uphold and promote the public sector values	• Represent your organisation in an honest, ethical and professional way • Support a culture of integrity and professionalism • Understand and help others to recognise their obligations to comply with legislation, policies, guidelines and codes of conduct • Report misconduct and inappropriate behaviour • Report and manage conflicts of interest and encourage others to do so	Intermediate
 Relationships	Communicate Effectively Communicate clearly, pay attention to others and respond with understanding and respect	• Focus on key points and use clear, concise and inclusive language • Clearly explain and present ideas and arguments • Pay attention and ask appropriate and respectful questions to understand others' point of view • Promote the use of inclusive language and help others to adjust their language where necessary • Seek feedback about your communication style and adapt where necessary • Write in a way that is well structured and easy to follow • Clearly communicate routine technical information	Intermediate

Capability group/sets	Capability name	Behavioural indicators	Level
 Relationships	Work Collaboratively Collaborate with others and value their contribution	- Encourage a workplace culture that values collaboration - Communicate with other teams to improve information sharing - Share lessons learned with other teams and business units - Identify opportunities to collaborate with stakeholders, including people with lived experience, to develop better processes and solutions - Actively use digital information platforms, collaboration tools and other digital technologies to share information and work with diverse audiences to solve problems and improve services - Consider diverse cultural perspectives to provide insights into collaborative work	Adept
 Results	Deliver Results Achieve results by using resources efficiently and committing to quality outcomes	- Seek and apply specialist advice when needed - Complete work tasks within set budgets, timeframes and standards - Take the initiative to progress and deliver your own work and that of the team or business unit - Contribute to assigning responsibilities and resources to ensure the team or business unit achieves goals - Identify any barriers to achieving results and resolve these where possible - Proactively change or adjust plans when needed	Intermediate
 Results	Plan and Prioritise Plan to achieve priority outcomes and respond flexibly to changing circumstances	- Understand the team and business unit's goals and set work tasks that contribute to meeting them - Set and develop team goals and plans, and use feedback to inform planning - Respond proactively to changing circumstances and adjust your plans when necessary - Consider how immediate and longer-term organisational issues might affect the achievement of your team and business unit goals - Adapt and respond proactively when priorities and work environments change	Intermediate

Capability group/sets	Capability name	Behavioural indicators	Level
 Business Enablers	Finance Understand and apply financial processes to achieve value for money and minimise financial risk	- Understand that government services' budgets are limited and must only be used for intended purposes - Understand the importance of accuracy and completeness when estimating costs, and calculating and recording financial information - Be aware of financial delegation principles and processes - Understand basic compliance obligations for using resources and recording financial transactions	Foundational
 People Management	Inspire Direction and Purpose Communicate goals, priorities and vision, and recognise achievements	- Promote a sense of purpose, and help the team to understand your organisation's strategic direction and customers and stakeholder needs - Translate broad organisational strategy and goals into tangible team goals and explain the links for the team - Ensure team goals and outcomes fulfil government priorities and create value for customers and stakeholders - Work to remove barriers to achieving goals	Adept

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identify performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes, however, may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
 Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
	Manage Self	Be persistent, self-reflect and commit to learning	Intermediate

Capability group/sets	Capability name	Description	Level
Personal Attributes			
 Personal Attributes	Value Diversity and Inclusion	Be inclusive and respect diverse backgrounds, experiences and perspectives	Intermediate
 Relationships	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Intermediate
 Relationships	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Intermediate
 Results	Think and Solve Problems	Think, analyse and consider the broader context to develop practical solutions	Intermediate
 Results	Demonstrate Accountability	Be proactive and responsible for your actions, and follow legislation, policy and guidelines	Intermediate
 Business Enablers	Technology	Understand and use available technology to maximise efficiencies and effectiveness	Foundational
 Business Enablers	Procurement and Contract Management	Understand and use procurement processes to ensure effective purchasing and contract performance	Foundational

Capability group/sets	Capability name	Description	Level
 Business Enablers	Project Management	Understand and use effective ways to plan, coordinate and control projects	Foundational
 People Management	Manage and Develop People	Engage with and motivate staff, and develop their capability and potential	Adept
 People Management	Optimise Business Outcomes	Manage people and resources effectively to achieve public value	Intermediate
 People Management	Manage Reform and Change	Support and champion change, and help others to engage with change	Intermediate