

# **Bicester Blue Fins**

## **Job Description**

### **Chief Coach**

#### **Skills Required**

- Good time management, ability to use time efficiently and effectively.
- Ability to motivate performers and communicate effectively.

#### **Responsibilities**

Responsible to the Committee. This position carries obligations to:-

1. Develop the clubs competitive squad structure.
2. To re-organise the squad base as appropriate to ensure maximum benefit from pool time.
3. To encourage and support swimmers and coaches alike.
4. To maintain a quality from which to support Oxon & North Bucks County ASA representative teams.
5. To develop individuals as far as ability and commitment levels allow.
6. To advise the swimmers, club officers and parents where the clubs programme is no longer appropriate to an individual swimmer.
7. Prepare and present a report at the Annual General Meeting of activities throughout the year.
8. To follow and promote the ASA Child Protection policy.

#### **Poolside**

- a) Allocation of squad training times.
- b) Allocation of squad lane places.
- c) Planning and implementing squad structures/reorganisations.
- d) Planning and implementing an Annual training and competition programme appropriate to the status of the club and its swimmers.
- e) Selection of and co-ordination with the squad senior coaches.
- f) Allocation of lane coaches (in conjunction with senior coaches).
- g) Allocation of gala coaches.
- h) Team selections (in conjunction with senior with senior coaches).
- i) Performance monitoring.
- j) Discipline.

**Co-ordination Via**

- a) Regular coaches meetings.
- b) Fixtures Secretary and Open Meet Co-ordinator regarding club programmes/fixtures etc.
- c) Squad Co-ordinator providing team selection notice 2 weeks prior to gala whenever possible.
- d) Gala Co-ordinator – as c).
- e) Membership Secretary – joiners and leavers.

**Education**

- a) To pass all relevant information gained to swimmers/coaches alike, and provide any feedback as required.
- b) Identify appropriate courses for coach/teacher education and identify individuals requiring further courses.
- c) Keep abreast of latest techniques and attend suitable courses and where appropriate.

**Oxon & North Bucks ASA**

- a) Provide any details of performance etc., to the relevant governing body in the pursuance of representative team selections for the clubs swimmers.
- b) To support where possible all clubs programmes which are associated to Oxon & North Bucks ASA.

**Signatures:** Officer \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson \_\_\_\_\_ Date: \_\_\_\_\_

