

Bicester Blue Fins - Job Description

Swimming Teacher

JOB TITLE: Swimming Teacher

ACCOUNTABLE TO: Head Teacher

RESPONSIBLE FOR: Teaching Groups

RECOMMENDED QUALIFICATIONS

ASA Teachers Certificate

A first aid certificate would also be recommended

SKILLS REQUIRED:

- Sound organisational skills.
- Ability to motivate swimmers.
- Patience.
- Ability to communicate with effectiveness.

MAIN DUTIES

- 1) To work with a group of swimmers to help them achieve the aims required, to the clubs agreed lesson plans e.g. ASA National Plan for Teaching Swimming.
- 2) Keep an up to date register of all swimmers attending each session.
- 3) Make a note of details of any particular need of an individual swimmer.
- 4) Ensure that you can access emergency contact details for all swimmers in your group.
- 5) Abide by all policies and codes as required by the club.
- 6) Ensure that you have copies of injury report forms available at all times.
- 7) Ensure that all qualifications are renewed and updated as and when required.
- 8) Be aware and understand the facility Emergency Action Plan and Normal Operating Procedures (EAP & NOP)

9) To follow and promote the ASA Child Protection policy

Time Commitment: _____

Signatures: Officer _____ Date: _____

Chairperson _____ Date: _____