



Job Description: Head Coach

Role

To develop and supervise a swim programme that will enable the club to fulfill its mission statement

Skills

- ASA qualification Coaching Level 2 or above
- Good communicator at all levels
- Ability to motivate swimmers and volunteers
- Good time management, ability to use time effectively and efficiently

Main Duties

- Responsible to the Club Committee
- Plan and deliver coaching sessions appropriate to the ability of the participants
- Monitor the progress of all swimmers and maintain a database with current time information on all swimmers
- Design annual training goals and training schedules
- Develop a competition schedule for the season
- Complete competition entries, with the support of other coaches
- Abide by all policies and codes as required by the club
- Recruit, orient and supervise all poolside volunteers
- Ensure correct staffing levels at all training sessions and find substitutes in cases of absences
- Give instruction on competitive swimming techniques to all teachers and coaches
- Conduct regular staff meetings
- Conduct evaluations of staff performance and ensure all credentials are current
- Conduct regular parent meetings
- Maintain communication with parents, coaches, poolside staff and committee members
- Be aware and understand the facilities Emergency Action Plan and Normal Operating Procedures (EAP and NOP)

Commitment

Approx. 25 hours per week plus weekend galas, opens, championships and swim camps

Current Post Holder:

Gary Barnes (Appointed: November 2019)