



Nanaimo White Rapids Swim Club

Swim Team Senior Coach - 2019-09-04

Job Title: Senior Coach

Accountable to: NWRSC Board of Directors through Head Coach

Keep Informed: NWRSC Coaching Committee

Our club has approximately 220 swimmers of all ages, experience and skill level. We have a good mix of social and competitive swimmers with a number of Provincial Finalists and medalists. We practice out of a 6 lane outdoor pool in Nanaimo. Our club competes regionally throughout beautiful Vancouver Island from May through August of each year.

It is important that our Senior Coach is someone that is fantastic at developing relationships with children of all ages (as well as their families), is skilled at teaching basic competitive swimming techniques, and is able to assist to lead and mentor Development and Junior Coaches within the club. The Senior Coach should possess an enthusiastic and positive attitude in following and demonstrating the philosophy of the swim club.

The job of Senior Coach is a salaried position. Schedules/hours may change throughout the season according to the natural fluctuations in an average summer swim season. It is expected that the Senior Coach will work as a professional to fulfill all the obligations of the job description and:

1. Assist in providing leadership and coaching services for the swim club.
2. To work in cooperation with the swim club.
3. To assist the Head Coach and Assistant Head Coach with any assigned duties.
4. To communicate well with the Head Coach, junior coaches, parents, swimmers, and Coaching Committee members, including the use of any designated communication applications and regular use of email.

ESSENTIAL QUALIFICATIONS:

1. Strong leadership abilities.
2. Excellent communication skills and comfort communicating with other coaches, swimmers, parents and NWRSC committees.
3. A high degree of organization
4. Punctual and able to work in a fast paced environment
5. Enthusiastic and positive attitude while supporting the philosophy of the swim club.
6. A valid driver's licence, or ability to organize own transportation to and from swim meets

SKILLS REQUIRED/RECOMMENDED

7. National Lifeguarding Certification and CPR "C"
8. Valid Water Safety Instructors Certification (or equivalent)
9. Minimum Level 1 National Coaching Certification Program (preference for Level 2).
10. Prior experience as a coach and/or competitive swimmer.
11. Completion of a Stroke and Turn Clinic.
12. Competent in the technical aspects of competitive swimming
13. Criminal record check must be completed

MAIN DUTIES

Club Culture/Mission/Community Engagement

1. When on deck and during any club activities, safety is the primary concern.
2. Be a positive role model for the swimmers of White Rapids by following the values of the club and the Head Coach, demonstrating these values during practices and at meets, providing an engaging and appropriate learning environment for swimmers and coaches, and being an active leader for your group and White Rapids as a whole.
3. Demonstrate leadership by treating your swimmers, their parents, and other coaches

with professionalism on deck and away from the pool, as well as being an appropriate model for behavior and language while at swim meets, practices and any other time one is representing the White Rapids.

4. Able to communicate effectively and respectfully with the Head Coach, other coaches, Board members, Coaching Committee members, swimmers and parents.

Administration

1. Complete all necessary administrative duties, as designated by the Head Coach, within deadlines, as set by the Board.
2. Maintain professional relationships with the Head Coach, other coaches and Coaching Committee through timely and appropriate written, spoken and electronic communication.
3. Meet with a representative of the Coaching Committee on a regular basis throughout the season, as designated by the Head Coach.
4. Attend, and potentially plan aspects of, in-service/staff training sessions, as designated by the Head Coach
5. Organize and participate in team building/group activities, as designated by the Head Coach.

Coaching

1. Act as a role model at all times for all Coaches and swimmers.
2. Create detailed, individualized goals for swimmers with monitoring of progression.
3. Be familiar with and abide by the NWRSC Codes of Conduct for Swimmers and Employees and ensure that swimmers and coaches are also familiar with these codes.
4. As a group coach, meet regularly with the Head Coach to:
 - a. Maintain open and effective communication.
 - b. Formulate, record, and evaluate workout plans.
 - c. Evaluate the progress and development of each swimmer.
 - d. Document discipline problems or inappropriate behavior by a swimmer including but not limited to physical and/or verbal actions that create an environment that is distracting or not conducive to the group's learning.
5. Assist Head Coach to provide mid-season and final evaluation of the coaching

team in accordance with the guidelines and dates established with the Coaching Committee.

6. Arrive early for shifts and make yourself available should parents/swimmers want to discuss anything after practice.
7. Complete any tasks assigned by the Head Coach in an effective and timely manner.

Swimming

1. Assist Head Coach to arrange swimmers into practice groups.
2. Prepare weekly lesson plans for each age division you are responsible for and assist the Head Coach to monitor lesson plans for the Junior and Assistant Coaches and their swimmers.
3. Provide constructive/descriptive feedback, in as much as possible, to each swimmer in your groups during practices.

Responsibilities Specific to Swim Meets

1. Ensure that all swimmers are aware of their events at least two days prior to meets.
2. Select swimmers' events based on each swimmer's individual needs, in terms of long term goals, as well as seasonal goals.
3. Be available to your swimmers at all times during the swim meets. Keep the swimmers together as a team, provide leadership and demonstrate team spirit. Enlist the help of the Junior and Development Coaches and older swimmers in demonstrating and encouraging team spirit.
4. Coach and support all swimmers for their races. Provide feedback to them after they swim.