**Clarence Swim Club**

**Learn To Swim (LTS) Head Coach**

*Clarence Swimming is seeking a highly qualified individual to lead our learn to swim program and develop the stroke technique and passion for swimming in our youngest members. The Head Coach is responsible for overseeing the registration and instruction of nearly 300 participants and over 30 instructors and lifeguards.*

**Certification Requirements**

1. LTS Head Coach must hold the following certifications:
	1. USA Swimming Level 1 Coaching Certification and/ or American Red Cross Water Safety Instructor.
	2. American Red Cross Lifeguard Training Certification
	3. Special Olympics Coaching Certification.

**On Deck Work Responsibilities**

1. LTS currently holds four seasonal registrations:
	1. Fall: September – December
	2. Winter: January – March
	3. Spring: April – June
	4. Summer: July & August
2. On deck coaching hours have a history of occurring:
	1. Mondays – Thursdays, 5:15 PM to 8:45 PM.
	2. Saturdays, 8:15 AM to 1:30 PM.

**Management Responsibilities**

1. In conjunction with the BOD and the club head coach, the LTS coach shall assist in the preparation of the annual business plan. The business plan will include measurable objectives, detailed action plans to accomplish each objective with due dates. The BOD will have final approval of the annual business plan.
2. The LTS Head Coach shall be responsible for hiring and termination of coaching staff and instructors.
3. The LTS Head Coach shall design the day to day coaching schedule, and the site Supervisor will assign coaches to specific Levels.
4. The LTS Head Coach shall be responsible for setting up and managing all LTS registrations.
5. The LTS Head Coach shall be responsible for managing the LTS website.

**Technical Responsibilities**

1. The LTS Head Coach shall be responsible for establishing consistent, best teaching practices for all swimmers to develop proper stroke technique.
2. The LTS Head Coach shall be responsible for assuring appropriate lesson coverage.
3. The LTS Head Coach shall be available for parents’ inquiries. LTS Coach will answers emails, phone calls, and all on deck concerns.
4. The LTS Head Coach shall be responsible for the education and supervision of all coaching staff and instructors. The education plan and associated expenses will be included in the annual plan.
	1. Education of instructors should include:
		1. Review of Safety Plan
		2. Coaching Techniques
		3. Recertification Training of
			1. American Red Cross Lifeguard Certifications