**Head Swim Coach – Johnston Blaze Swim Club**

**Blaze Swim Club** (BLAZ) offers training and practice groups for swimmers of all ages and ability levels. We are a USA sanctioned team. Blaze is run through the Johnston Community School District’s, Community Education Department. We are seeking a year-round Head Coach who will be responsible for managing and directing of the Blaze Swim Club program. The coach will oversee all practices, swim meets, and related activities, as well as providing swim team members with individual instruction tailored to the needs and skill ability of each individual. The coach will also make decisions that adhere to the purpose of the mission and goals of Johnston Blaze.

**Position:** Blaze Swim Club Head Coach

**Supervisor/Evaluator:** CE Aquatics Coordinator /District Aquatic Coordinator

**Terms of Employment:** Part time

**Benefits:** None

**Rate of Pay:** Hourly for deck time, plus stipend

**Qualifications**

**Skill, Knowledge and Abilities**

• Knowledge of emergency pool procedures and the ability to understand and execute emergency pool procedures.

• Ability to supervise and direct employees/coaches and volunteers.

• Have good communication skills, both orally and in writing.

• Have quick responses to emergency situations at various locations within the pool area.

• Must keep current on required certifications.

• Must have strong instructional/coaching skills to oversee club.

**Education**

• Must have high school diploma.

**Certifications**

• USA Swimming Coach Certification

• Must possess valid First Aid, CPR-PR and lifeguard certification prior to hire.

• Obtainable upon employment: Mandatory Child Abuse Reporter Certification, Blood Borne Pathogens, and OSHA Right to Know.

**Experience**

• Experience working with children and adults

• Competitive swimming background

**Performance Responsibilities**

**Personal**

• Self-starter with strong work ethic

• Contribute to creating a positive work environment

• Demonstrate integrity and respects confidentiality

• Demonstrate ability to grasp and adjust to new and changing situations

• Display professional behavior when representing the Blaze Swim Club, Community Education and the Johnston Community School District (practices, meets, meetings, etc.)

**Professional**

• Ensure safety of swimmers and pool maintenance

-Be aware of any/all medical conditions of all swimmers on team

-Be on deck before swimmers enter water. Swimmers are not to be left unsupervised during practice or at any swim meet

-Make sure all equipment used during practice and/or swim meets are stored properly following the events

• Communicate with participants, parents, coaches and pool staff

-Listen to parents’ concerns/issues with respect and work towards a win-win outcome – communicate with swim team coaches, pool manager, and aquatic coordinator to help resolve issues

-Respond and handle all on-site complaints in regards to Blaze Swim Club

-Meet with the Blaze Anchor Club (advisory board) members once a month

-Maintain timely and accurate information on the Blaze website and through email.

-Provide parents with meet entry timelines and expectations

-Familiarity with Hy-Tek/Meet Manager Software and Team Unify with strong computer skills

• Organize and run swim team practices and meets

-Provide leadership and expectation for assistant coaches

-Ensure fair practice and swim meet experiences

-Assign responsibilities to assistant coach for running practices

-Attend all practices and meets that are Blaze approved

-Program should include:

+ developing individual strokes, turns, starts, finishes

+ teaching sportsmanship

+ fostering team spirit

+ modeling appropriate team behavior

-Responsible for developing swim team line-ups and entries being submitted on time and in accordance with appropriate guidelines. Create line-ups for meets that give swimmers opportunities to swim various events throughout the season and line-up with team and individual goals.

-Maintain swim meet records (times, etc.)

-Hold stroke and turn clinics – work with Pool Manager to schedule dates

• Responsible for day-to-day operation of the club

-Operate within the budget set for the club

**Evaluation**

• Performance evaluated annually by the District Aquatic Coordinator and CE Aquatics Coordinator.

Please send resume and cover letter detailing your coaching experience and swimming background, plus references, to dblanchard@johnston.k12.ia.us