

EMAC USA Swimming Coach Employment Checklist

Step 1

- Fill Out EMAC [employment application](#)
- Email completed application to CEO - coachdoug@emacswim.org
- Once your application is received and approved by BoD and CEO, proceed to step 2

Step 2

- Review [USA Swimming requirements for coaches](#)
- Complete USA Swimming Credentials Checklist - Click [Here](#) for a more comprehensive breakdown
 - Coach Safety Requirements
 - Online Requirement
 - Valid Lifeguard Certification or In-water Skills Checklist
 - Valid CPR/AED Certification
 - USA Swimming Background Check
 - Athlete Protection Training
 - Foundations of Coaching 101 - if this is your first time registering as a USA Coach
 - Foundations of Coaching 201 - If you have already completed one year as a USA Coach
 - Rules and Regulations
- Cost of Certification in Step 2 will be reimbursed by EMAC if candidate successfully passes certifications and completes one season with EMAC.

Step 3

- Submit USA Swimming Non-Athlete Membership Form to CEO - coachdoug@emacswim.org
- Access to Non-Athlete Membership Form

Step 4

- Email our Office Manager, Lynn Williams, for employment/payment forms
- office@emacswim.org