

Union County Family YMCA

Job Description

Position: Head Swim Team Coach

Report to: Aquatics Director

Department: Aquatics

Position Status: Part Time, Hourly

General Function:

Responsible for coordinating, managing, and the operation of all UCY swim team activities.

Requirements/Qualification:

- High School Diploma or equivalent
- Must be 18 years old or older
- Minimum of two years of coaching and/or competitive swimming experience
- Current YMCA and / or American Red Cross lifeguard, includes first aid and CPR for professional rescuer
- Criminal Background Clearance

Principle Activities:

- Organize and implement practice plans for swim team groups.
- Attend daily practices as scheduled.
- Prepare for swim meets.
- Assist other coaches with practice needs.
- Promote YMCA swim team programs to the community.
- Represent YMCA swim team at meets and events exhibiting YMCA core values.
- Ensure program quality.
- Ensure that program areas, equipment, and supplies are maintained in an orderly and safe manner with Aquatics Director.
- Ensure equipment is used properly and maintained.
- Maintain good public relations with all members, participants, staff, and volunteers.
- Assist parent group with needed activities.
- Recruit volunteers as needed.
- Continue professional development through trainings, community involvement, and other further education.
- Assist with department special events.
- Ability to work effectively in a team environment.
- Attend all meetings as directed by the Aquatics Director and Executive Director.
- Follow all YMCA's policies and procedures.
- Support the programs and goals of the YMCA.

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- Convey basic YMCA programs and schedule information to members and participants.
- Participate in YMCA special events as requested.
- Assume any other duties as assigned by the Aquatics Director or Executive Director.

Qualities:

- Value oriented
- Organized
- Detail oriented
- Strong communication skills
- Ability to handle stressful situations and a variety of personalities
- Flexible
- Customer service oriented
- Ability to accept supervision

Employee's Signature: _____ Date: _____

Aquatics Director's Signature: _____ Date: _____

Executive Director's Signature: _____ Date: _____