



| Title | Department | Reports: | FLSA Status |
|------------|------------|------------------|-------------|
| Swim Coach | Aquatics | Swim Coordinator | Non Exempt |

Position Summary:

Under the direction of the Aquatic Director/Swim Coordinator, the Swim Coach helps manage the swim team in accordance with the rules and regulations set forth by USA Swimming. Coaches explain and demonstrate proper use of equipment; instructs athletes in proper competitive swimming techniques; observes athletes to detect and correct mistakes; organizes and conducts competitive events.

Essential Duties & Responsibilities:

- Lead swimmers through skill mastery and swim practices
- Ensure that swimmers under coaches' care are not left unsupervised. All substitutes must be approved by the Aquatic Director.
- Notify swimmers of any potential risk factors and protect them from potential dangers.
- Be aware of any/all medical conditions of all swimmers on team.
- Ensure fair practice and swim meet experiences.
- Know and understand emergency procedures.
- Be on deck before swimmers enter water. Swimmers are not to be left unsupervised during practice or at any swim meet.
- The coach must set up swim meets entries and work with parents in securing volunteers to run meets.
- Coach must supervise entire swim meet, including warm-ups, events, etc, ensuring the safety of the swimmers.
- The coach is responsible notifying Swim Coordinator if there are sufficient supplies and equipment to conduct swim meets.
- The coach will make sure all equipment used during practice and/or swim meets are stored properly following the events.

Other Functions:

- Perform other duties as assigned

Knowledge, Skills & Abilities:

Knowledge of:

- Modern principles and practices of swimming program development and implementation.
- Pertinent laws, codes and safety regulations.
- Swim competition rules and procedures.
- Swimming competition techniques.

Skills:

- Organizing competitive swim events.
- Performing swimming strokes.

Ability to:

- Provide effective instruction regarding swim form, technique and competition.
- Work varied hours and days.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Qualifications:

Experience:

- 2 years Coaching experience
or
- 4 years Competitive swimming
- Ability to work independently and possess energy and enthusiasm.
- Ability to positively interact with the general public.
-

Licenses or Certifications:

- The coach must have current CPR, First Aid, and USA Swimming Coach Certification and some Competitive Swimming experience.
- The Aquatic Director/Swim Coordinator may require further certifications as deemed necessary at any given time. These certifications must be completed within a reasonable amount of time as determined by the Aquatic Director/Swim Coordinator.

Physical Demand/Working Conditions:

- Ability to lift a person off the bottom and out of the water (average weight 150 lbs).
- Perform all skills required for Lifeguard, First Aid, and CPR certifications and in-service trainings
- Comfortable in water
- While performing duties of this job, employee is frequently required to stand; walk; sit.
- Employee must be able to talk, hear, taste, smell and see (both near and far). Occasionally required to climb or balance; stoop, kneel, crouch.
- May be exposed to extreme heat
- Works on uneven and/or slippery surfaces and is periodically exposed to hazardous conditions/situations.
- Exposed to hazardous chemicals
- Walking and standing for extended periods of time
- Running, walking, crouching or crawling during an emergency
- Swimming lifting, carrying and pushing/pulling equipment and supplies weighing up to 50 lbs.
- Manual labor as needed
- Exposure to adverse weather conditions.