

Fanny Chapman Pool

Job Description

Assistant Diving Coach

(Salaried)

Qualifications:

1. Must be at least 18 years of age
2. Must be CPR certified or willing to be certified
3. Competitive diving experience

Required Knowledge:

1. Competitive Diving
2. Instruction of amateur divers

Duties and responsibilities:

1. Supervises assigned divers during practices, meets and any other team activity
2. Teaches proper diving techniques while coaching
3. Assists with dive meet preparation, including equipment set-up
4. Works with the Head Diving Coach to ensure the smooth operation of dive meets and team activities
5. Assists with award distribution
6. Leads daily assigned diving practices
7. Assists with the creation of assigned line-ups for meets
8. Assists with the preparation, operation and clean-up of home swim meets
9. Works with the Head Coach on time management, practice structure, record keeping for swimmers and overall aptitude for coaching
10. Works with Head Coach on creation of workouts and practice development
11. Communicates information to Head Coach with regard to assigned divers, and parents
12. Attends and participates in coaches' meetings
13. Assists Head Coach in recording divers' meet scores
14. Assists Head Coach and Parent Board in securing and coordinating meet volunteers
15. Maintains a clean and organized work environment
16. Performs the job in compliance with Pool and Borough policies, procedures, and work rules
17. Reports maintenance issues and problems to the Head Diving Coach
18. Perform all job tasks with specific attention to safe diving board and pool use during dive team periods
19. May need to perform additional duties as assigned by the Head Dive Coach
20. Must work as a team player with co-workers and in conjunction with other Fanny Chapman programs and events

Supervision:

Reports to the Head Diving Coach