

Fanny Chapman Pool

Job Description

Assistant Swimming Coach

(Salaried)

Qualifications:

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

Required Knowledge:

1. Competitive Swimming
2. Instruction of amateur swimmers

Duties and responsibilities:

1. Supervises assigned swimmers during practices, meets and any other team activity
2. Teaches proper stroke techniques while coaching
3. Assists with swim meet preparation, including equipment set-up
4. Works with the Head Swim Coach to ensure the smooth operation of swim meets and team activities
5. Assists with award distribution
6. Leads daily assigned swim 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 swimmers, and parents
12. Attends and participates in coaches' meetings
13. Assists Head Coach in recording swimmers' meet results
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 Swim Coach
18. Perform all job tasks with specific attention to safe pool use during swim team periods
19. May need to perform additional duties as assigned by the Head Swim 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 Swimming Coach