

## SWIMMING HEAD COACHING OPPORTUNITIES

The ***Bridgewater Barracudas Swim Club*** is seeking suitable candidates to fill the positions of ***Head Coach***

**DEADLINE FOR APPLICATIONS: FEBRUARY 16, 2018**

The Bridgewater Barracudas Swim Club exists to promote and develop competitive swimming for the youth of Bridgewater and surrounding area during the summer months. The team's focus is on competitiveness, sportsmanship, and fair play. It is hoped that through training and coaching, swimmers will improve their level of skill and enjoy the benefits of being part of a team.

### **OUR CLUB GOALS ARE**

- To teach and perpetuate the art and science of the sport of swimming, and to encourage training for competition, self-development, leadership and sportsmanship in the field of summer swimming in the Province.
- To promote swimming as a means of exercise for a broad cross-section of the community and a means for improving the physical fitness of the general population.
- To stress the importance of family involvement.
- To promote the development of each individual to his/her desired potential.
- To anticipate and plan strategies and activities designed to meet the needs of individuals.
- To provide coaching, equipment and assistance to swimmers at the lowest possible cost.
- To provide trained coaches and officials who meet the established standards of the club and the provincial and national organizations.
- To have fun.

### **BRIDGEWATER BARRACUDA SWIM CLUB HEAD COACH**

#### **QUALIFICATIONS TO INCLUDE**

- Excellent communication skills and comfortable communicating with other coaches, swimmers, the club executive and parents.
- A high degree of organization.
- Minimum NCCP Swimming 101 Trained. (or a willingness to take the training)
- Prior experience as a coach and/or competitive swimmer.
- Recognized CPR or First Aid course recommended.
- Must have completed, or be willing to complete a Stroke and Turn Clinic.

**ACCOUNTABLE TO:** Bridgewater Barracudas Swim Team Executive

## **GENERAL RESPONSIBILITIES**

The job of Head Coach is a salaried full-time position. Hours may fluctuate according to the natural fluctuations inherent in a summer swim season. It is expected that the head coach will work as a professional to fulfill all the obligations of the job description and:

1. To provide leadership and coaching services for the swim club.
2. To work in co-operation with the swim club.

## **SPECIFIC RESPONSIBILITIES**

When on deck, safety is the primary concern. Therefore, you must conduct yourself professionally as a lifeguard in behavior and appropriate dress. While coaching you must be fully attentive to your swimmers and be prepared to enter the pool at all times.

- Prepare a set of goals and specific objectives for the season.
- Arrange swimmers into practice groups and set the schedule for swim team practices in accordance with time allotted by Bridgewater Parks and Recreation.
- Prepare weekly training plans for each age division you are responsible for and monitor training plans for the Assistant Coaches and their swimmer.
- Provide supervision and guidance to the Assistant Coach.
- Provide constructive feedback in as much as possible to each swimmer in your program during practices.  
Provide mid-season and final evaluation of the Assistant Coaches in accordance with the guidelines and dates established with the executive.  
Provide mid-season progress reports and final certificates for each swimmer.
- Complete all necessary administrative duties within deadlines as set by the executive
- Communicate with the swim club executive on the following topics:
  - Swim team practice schedules
  - Attend dry land training sessions
  - Attend swim team social events
  - Schedule of away meets and results
  - Bridgewater Provincial Championships
  - Problems, recommendations and any other pertinent information
- Attend in-service training as appropriate
- Act as a role model at all times for the swimmers and swim club.
- Meet with a representative of personnel committee on a weekly basis
- Maintain Office hours. Set aside specific "office hours" which are designated times for administration duties, paperwork, updating statistics, meeting with Assistant coaches and being available for telephone or personal meetings with swimmers, parents or the executive. Ensure that everyone is aware of these times that you will be available. Coaches must be available at the pool a minimum of one half hour prior to the first afternoon warm-up and one half hour after the completion of the second practice. This time is designed for swimmers and/or parents to have an opportunity to discuss practical concerns with coaches.
- Submit weekly timesheets for each coach to track hours worked with breakdowns for planning, statistics, coaching, travel, social events, etc.
- Be knowledgeable regarding the standards for the swimmers in your group.

- Examine registration demographics, design and implement a plan to recruit swimmers in age groups requiring additional swimmers.

#### **RESPONSIBILITIES SPECIFIC TO SWIM MEETS**

- Ensure that all time cards are prepared the day before meets.
- Be available to your swimmers at all times during the swim meets. Keep the swimmers together as a team, and enlist the help of the Assistant Coaches and older swimmers in demonstrating and encouraging team spirit.
- Coach and support all swimmers for their races. Provide feedback to them following events.
- Prior to provincial deadlines, ensure that each swimmer has had the opportunity to swim each event at a meet at least once.
- Meet results are to be posted within 24 hours after the end of each meet (unless otherwise agreed upon with the personnel committee).
- Plan a schedule of away meets and complete associated administrative duties.
  - Interested candidates should submit:

#### **INTERESTED CANDIDATES SHOULD SUBMIT:**

- Cover Letter
- Resume, including all coaching background and education
- Two References with Current Contact Information

All applicants will be required to provide, at their own expense, a criminal record and vulnerable sectors check authorized by a member of the RCMP or Town of Bridgewater Police. This information will be held confidential and will be expected at the interviewing stage.

**START DATE FOR HEAD COACH WILL BE WEEK OF JUNE 25, 2018**

Interested candidates may submit this information by email to:

[BridgewaterBarracudas@gmail.com](mailto:BridgewaterBarracudas@gmail.com)

Please put ***Coach Hiring Committee*** in the ***subject*** box of the email.

For further inquiries contact: [BridgewaterBarracudas@gmail.com](mailto:BridgewaterBarracudas@gmail.com)