



ASSISTANT COACH JOB DESCRIPTION



CONTACT

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ASSISTANT COACH POSITION

The Bridgewater Barracudas Summer 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 GOALS

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.

MEDIA

For more information on the Bridgewater Barracudas:

Website: www.bridgewaterbarracudas.com

Facebook: Bridgewater 'Cudas Member Page

Twitter: @BWCudas

Instagram: [bridgewater_cudas](https://www.instagram.com/bridgewater_cudas) (*New)



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QUALIFICATIONS TO INCLUDE

- Excellent communication skills and comfortable communicating with other coaches, swimmers, the club executive and parents.
- A high degree of organization.
- Water Safety Instructors Certificate (Level 1 National Coaching Certification Program would be an asset)
- Prior experience as a coach and/or competitive swimmer.
- Must have or be willing to obtain certification in recognized CPR or First Aid course.
- Must have completed, or be willing to complete a Stroke and Turn Clinic.
- Required to be members of the Nova Scotia Swim Coaches Association (NSSCA), Swimming Canada (SNC) and Canadian Swim Coaches & Teachers Association (CSCTA) annually.
- Student attending a secondary or post secondary institution.

ACCOUNTABLE TO

Bridgewater Barracudas Swim Team Head Coach
Bridgewater Barracudas Summer Swim Club Board of Directors

GENERAL RESPONSIBILITIES

The job of the Assistant Coach is an hourly contract position and hours may fluctuate according to the natural variations in a summer swim season. It is expected that the Assistant Coach will work as a professional to fulfill all of the obligations of the job description and:

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

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SPECIFIC RESPONSIBILITIES

When on deck, safety is the primary concern. Therefore you must conduct yourself professionally as a lifeguard in behaviour 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.

Prepare weekly lesson plans for the age groups for which you are responsible.

Submit weekly timesheets to the Head Coach.

Provide mid-season progress reports and final certificates for each swimmer.

Provide constructive feedback in as much as possible to each swimmer in your program during practices.

Complete all necessary administrative duties within deadlines as set by the executive.

Communicate with the Head Coach on the following topics:

- Swim team practice schedules
- Dry land training sessions
- Swim team social events
- Schedule of away meets and results
- Bridgewater Invitational Swim Meet
- Summer swimming Provincials
- 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

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RESPONSIBILITIES SPECIFIC TO SWIM MEETS

- Ensure that all time cards are prepared the day before the meet.
- Be available to your swimmers at all times during the swim meets. These are on weekends during the season. Keep the swimmers together as a team, providing leadership and demonstrating team spirit and enlist the help of older swimmers regarding these qualities.
- 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.
- Assist the Head Coach in planning a schedule of away meets and assist in completing the associated administrative duties.

Specific Responsibilities Continued...

Maintain office hours. Set aside specific “office hours” which are designated times for administrative duties and paperwork, updating statistics, meeting with the Head Coach and being available for telephone or personal meetings with swimmers, parents or the executive and ensure that everyone is aware of these times.

Coaches must be available at the pool for a minimum of one-half hour before the first afternoon warm-up and one-half hour after the completion of the second practice for swimmers and /or parents to have the opportunity to discuss concerns with coaches.

Be knowledgeable regarding the standards for the swimmers in your group.

Assist the Head Coach in designing and implementing a plan to recruit and retain swimmers

Covid 19 Safety Protocols:

- Assist the Head Coach with the creation, delivery, and reinforcement of any and all safety protocols related to the safety of swimmers and other members of the organization.
- Support the Head Coach in developing any plans in conjunction with Swim Nova Scotia rules and those rules governing all Nova Scotians through Nova Scotia Health. surrounding the Covid 19 pandemic or any other like health crisis.