**Position Title:** Assistant Coach for Greendale Swim Club

**Reports To:** Greendale Swim Club Head Coach

**Location:** Hawkes Bay

**Position Type:** Part Time. Availability from 3:30pm for trainings. Also requires attendance at weekend swim meets.

**Remuneration:** $25 per hour, remuneration based on pool hours + preparation time. Currently 13 hours poolside, 7.5 hours preparation. Additional hours as required for coach cover of senior squads. Potential for additional hours as squads grow.

**Position Purpose:** Greendale Swim Club (GDL) is a local organisation that represents swimming - helping to ensure every member swims to their potential.

We are seeking an enthusiastic, motivated and dedicated coach to contribute to the further development and growth of the Greendale Swim Club (GDL) programme

**Recruitment Timeline:**

Advertise: 4th March 2022

Applications close: 18th March 2022

Short list for interviews: 21st March 2022

Interview: 26 - 28th March 2022

Start role: 2 May 2022

# 1. Key Tasks/Activities/Responsibilities

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| **Key Responsibility Area** | **Performance Indicators** | **Specific Tasks** |
| **Coaching** | | |
| 1. Greendale Swim Club Assistant Coach | Delivery and execution of daily Greendale Swim Club Training Programmes, for our 3 x Junior Squads as well as Student and Masters Fitness squads | * Teaching and coaching swimmers in technique of all strokes, drills and other aspects of competitive swimming. * Responsible for monitoring swimmer safety and behaviour and adhering to Health and Safety guidelines as approved by the pool facility. * Run and direct workouts for the assigned squads. * Work with the Head Coach to identify swimmer pathways for each member * Look to grow the Masters and Student Fitness squads to encourage swimming for all abilities. |
| **Programme Administration** | | |
| 1. Greendale Swim Club Programme Support | Maintain Greendale Swim Club Programme relationships and manage day to day administration of the programme as required | * Help to establish an environment that fosters positive team attitudes, encourages self-discipline, sportsmanship and responsibility * Promote a family environment. * Be an active role model for swimmers * Attend competitions and camps as required * Undertake administrative tasks as necessary * Manage or Assist in the Swimming NZ database administration – including the programming and running of swim meets. * Produce documentation on results, reports and presentations to support the role as required |

**2. Selection Criteria**

The successful candidate would ideally:

* Have coaching experience at a club level with proven success.
* Have completed a Teacher of Competitive Stroke course and have a desire to attain the New Zealand Swim Coaches Bronze Certificate.
* Have sufficient management skills to assist and/or lead a group of athletes and deliver a successful and continually evolving programme
* Have the ability to work with a variety of ages and levels of swimmer
* Provide a positive family environment.
* Show self motivation to improve their knowledge and skills.
* Hold a Pool Lifeguard Certificate – or be open to attaining one.
* Hold a current First Aid Certification and the ability to pass Police Vetting.