



## Part Time Coach Vacancy

City of Swansea Aquatics Performance Swimming Club are looking for a highly motivated swimming Coach.

City of Swansea Aquatics Performance Swimming Club is the second largest Performance based swimming club in Wales celebrating its Centenary Year. The Club has over 250 swimming members and is continually growing and forging strong links with the Swansea University swimming program. The Club continues to grow in both development and performance and has a long history of placing athletes on International and National teams.

The successful candidate will lead the Academy Gold Squad and will work set hours as agreed by the Head Coach, including weekends and early mornings. This role will comprise of direct coaching on poolside, plus land training, Club/Squad admin, which includes planning of sessions, general emails to parents, upkeep of registers and any other tasks requested by the Head Coach and Executive Committee. The role also includes attendance at competitions identified by the Head Coach.

Applicants should hold a minimum of a UKCC Level 2 Coaching qualification. Applicants that hold a UKCC Level 1 Coaching qualification and are working towards the UKCC Level 2 Coaching qualification may be considered. Candidates.

If you are interested in the post, please send a covering letter and CV including referees to :

[secretary@swansea-aquatics.co.uk](mailto:secretary@swansea-aquatics.co.uk)



## Part Time Coach Vacancy

Employer : City of Swansea Aquatics Swimming Club

Job Title : Development Coach

Salary : commensurate with qualifications and experience

Closing date for applications Sunday 14<sup>th</sup> July 2019

Short list for interview will be notified by Friday 26<sup>th</sup> July 2019

Interviews will take place on Saturday 3<sup>rd</sup> August 2019 at the Wales National Pool, Swansea

Job start date : Monday 2<sup>nd</sup> September 2019

### Job Purpose :

Working as part of City of Swansea Aquatics Swimming Club, you will be responsible for the delivery of swimming coaching to the Academy Gold Squad.

### Principal Responsibilities :

- To be responsible for the effective coaching, improvement of swimmer technique and development of swimmer skills and performance.
- To support swimmers at all stages of their development and provide support at competitions.
- Expected to manage and coach the Competitive Development Squad in line with the Swim Wales Child Safeguarding Policy endorsed by City of Swansea Aquatics Swimming Club and the City of Swansea Aquatics Swimming Club Code of Conduct for Swimmers, Staff and Parents.
- To ensure health and safety of swimmers is a priority at all sessions.
- Attend competitions designated by the Head Coach.
- To ensure professional conduct at all times with particular reference to punctuality, dress, organisation and communication skills.

### Administration Roles :

- Complete and record attendance through Swim Manager.
- Maintain accurate coaching records.
- Support parents and swimmers in regards to upcoming competitions and advise on entries.
- Report directly to the Head Coach and City of Swansea Aquatics Executive Committee and complete necessary forms or procedures for any matters concerning personal leave, absence or illness.
- Report any welfare or behavioural issues immediately to the Head Coach, Welfare Officer and Executive Committee.

### General :

- The successful candidate will be expected to complete a Team Manager course and may be called upon to act as a Team Manager as required.
- The successful candidate will be expected to complete a Time Keepers course and may be called upon to act as a Time Keeper at any home meets.



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Attributes	Essential	Desirable
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• UKCC Level 2 Swimming Teaching</li> <li>• UKCC Level 1 Swimming Coaching</li> <li>• Comply to Full DBS Check</li> </ul>	<ul style="list-style-type: none"> <li>• UKCC Level 2 Swimming Coaching</li> <li>• Full UK Driving License</li> </ul>
<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Ability to deliver sound technical coaching to swimmers of all ages</li> <li>• Knowledge and delivery of Swim Wales Drills</li> <li>• Knowledge and strong understanding of Long-Term Athlete Development</li> </ul>	<ul style="list-style-type: none"> <li>• Coaching and delivery sessions in a Club environment</li> <li>• Ability to deliver land-based training program throughout the club</li> </ul>
<b>Skills and Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Ability to work on own or as part of a team</li> <li>• Ability to apply and share technical knowledge</li> <li>• Administration / computer skills</li> <li>• Flexible</li> <li>• Smart and professional appearance</li> <li>• Reliable</li> <li>• Approachable</li> <li>• Strong communication skills both verbally and via email</li> <li>• Excellent time management</li> <li>• Demonstrate sensitivity and respect for the needs of all involved with the Club</li> <li>• Flexible attitude towards work to meet the changing needs of the role and the Club</li> </ul>	<ul style="list-style-type: none"> <li>• Self esteem</li> <li>• Initiative</li> </ul>



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### Employee Benefits

#### **Salary:**

£3,640.00 to £4,160.00 (dependant on experience and qualifications)

#### **Additional Salary:**

Opportunity for cover work throughout the club.

#### **Annual Leave:**

The annual leave entitlement for a full year commencing on 1<sup>st</sup> January 2019 until 31<sup>st</sup> December 2019 will be 38 hours to include any compulsory shut down, the club does not currently run an annual shut down but will reserve the right to change this at any time.

### Conditions of Service

#### **Working Hours:**

You will be required to work the required hours to coach the Academy Gold squad.

#### **Location:**

Your working locations will normally be spread across the 4 swimming pools within the Swansea County Borough.

#### **References:**

Appointment is subject to a minimum of two satisfactory references. Wherever possible these should be from a current or previous employer.

#### **Criminal Records:**

A (DBS) check by the relevant organisation will be necessary for the successful applicant.

**For an informal discussion and more information relating to the above position, please contact Head Coach Hayley Baker at : [hayleybakerswim@hotmail.com](mailto:hayleybakerswim@hotmail.com)**