



Head Coach Job description- Borough of Swimming Club

Job title: Head Coach

Job Type: Self employed

Working hours: Part time (Up to 14 hours coaching time, with additional attendance at gala's expected)

Remuneration: Dependent on qualifications and experience

The committee of the Borough of Southend Swimming Club are looking to appoint a motivated and inspiring Head Coach to work in collaboration with our existing staff and lead the clubs into its existing next phase. BOSS has an illustrious history and remains an ambitious swimming club that is committed to providing high quality teaching and coaching to children and young people from the local area. We pride ourselves on supporting the development of swimmers to achieve their individual potential and aspirations. We are looking to appoint a head coach who embodies these values and will support and develop with our talented and promising swimmers.

The committee will consider applications from less experienced candidates who demonstrate leadership skills and the potential to develop into the head coach position. Mentorship by an experienced head coach and training will be offered for the right candidate.

Job description:

1. To set direction and performance targets for the Club, specifically relating to the Annual Plan and Swim21 Action Plan.
2. Provide a committed and professional approach towards coaching, supporting all swimmers to reach their full potential.
3. To construct a scientifically based annual training and competition programme based around the principles of the long term athlete development programme.
4. Working in collaboration with the coaching team; ensure the preparation of training session plans for all squads and allocate water time to the squads accordingly.
5. Coach the main squad training sessions, supporting the coaches of the development squads to ensure effective training plans for all swimmers.
6. Ensure that the appropriate level of coaching is available for all training sessions including land training. Some of this responsibility may be delegated to other coaches where appropriate.
7. Provide a swimmer/parent education programme focussing on a variety of swimming related topics and lifestyles issues.
8. Attend appropriate competitions and training camps, delegate to appropriately qualified coaches and team managers where necessary.



9. Liaise with other Clubs' on combined teams and training.
10. Monitor swimmers' progress and co-ordinate swimmer movements between squads in conjunction with the other squad coaches, and relay information to relevant Committee members in a timely manner.
11. Perform a management role and organise regular meetings for all coaching staff.
12. In conjunction with the other Coaches, set performance targets relating to Age Group and County Development Squads, as well as other areas of Club development.
13. Interact and consult with the Executive Committee, and attend Bi-monthly Executive Committee meetings.
14. Attend to other such general duties associated with the post of Head Coach.
15. Follow Health & Safety Procedures and the ASA Child Protection Policy. Be aware and understand the facility Emergency Action Plan (EAP) and Normal Operating Procedures (NOP).

This Job Description sets out the main aspects of the job but it should not be taken as a complete description of the job in its entirety.

Skills and Qualities needed:

- Minimum ASA Coach level 2 (working towards level 3 would be desirable)
- Self-Motivated
- High levels of technical knowledge
- Excellent communication skills
- Good time management skills
- Ability to motivate other

Please note that appointment would be subject to receipt of satisfactory references and an enhanced DBS check. Successful applicants would be expected to undergo a six month probationary period and be subject to a three month review.

How to apply:

For further information about this position please contact us on 07921840771

Applications in the form of a CV and covering letter should be sent to chair@boss-southendswimclub.co.uk

Closing date for applications: 20th January 2019