



Level 3 Head Age Group Coach City of Oxford Swimming Club

Job Description:

The Club is looking for a Level 3 coach (or prepared to work towards L3) to support the current timetable across three pools in Oxford. As Head Age Coach you will support the full time coaching across City of Oxford Swimming Club, and be responsible for the development of Age group swimmers. We are looking for an individual with a passion for swimming coaching and who wants to work with the existing coaching team to develop our Age Group program.

There is opportunity for working alongside Senior Coaching staff to ensure your future development.

Qualifications: ASA Level 3 coach is desirable. Also desirable is National Pool Lifeguard Qualification – the successful candidate will be expected to obtain these if not already achieved.

Salary: Starting salary £25,000 - 30,000 pa

Hours: This is a full-time position.

Contract duration: Offered as a fixed term contract for one year, commencing September 2020 until the end of the swimming season (August 2021) but subject to review and extension.

Key Tasks

You are responsible through the Head Coach to the Chair of the City of Oxford Swimming Club for:

- Management, development and delivery of coaching services for Age group swimmers;
- Assisting the Head Coach in delivering a high standard of swimming coaching to the Club;
- Assisting in maintaining the Club at Swim21 Competitive Development level;

- Supporting the Senior Coaching team in the selection and management of swimmers for team competitions;
- Together with the Head Coach advising the Club Committee on all matters of swimming coaching;
- Observing Health and Safety, Equal Opportunities and Anti-Discrimination across all squads.
- Working with the Head Coach and the Club Committee to maximise income potential for the club.
- Introduce the implementation of the Swim England Club Awards scheme
- Attending weekly Coaches meetings;
- Attending competitions.

Detailed Tasks

Delivery of swimming coaching

- Leading coaching for Age group swimmers as directed by the Head Coach;
- Setting an appropriate competition plan in conjunction with the Head Coach for Age group swimmers and performing the role of lead coach for these swimmers at these competitions.
- Providing support & help the development of Junior coaching staff involved with age group swimming
- Liaise with Head Coach regarding the progression of Age group swimmers through the squad system
- Providing coaching support for other competitions as agreed with the Head Coach.
- Coordinating the activities of the Age group swimmers including, annual planning, individual feedback and target setting, continual monitoring of development, and attendance at competitions.
- Ensuring swimmer development plans are in place and these are aligned with appropriate progression.
- Ensure that session registers are completed on Swim manager.
- Assisting the Head Coach in ensuring that all squad's sessions are covered by a suitable coach. This includes those occasions when taking holiday or absent from the poolside at competitions.
- Liaising with the Head Coach on matters of policy and discipline as necessary.
- Any reasonable duties as might, from time to time, be requested by the Head Coach.

Competition Responsibilities

You are expected to attend competitions, which could include, but is not limited to, the following:

- Junior League
- National Arena League

- COSC Development Meets & Level 3 meets;
- ONB County Championships;
- South East Regionals; and
- Open Meets, as designated by the Head Coach
- Summer Nationals

Health and Safety, Equal Opportunity and Anti-Discrimination Legislation

- Ensure all applicable Swim 21 requirements are fully incorporated in the running of all poolside activities, land training and competitions.
- Ensure the Welfare Officer is made aware of any accidents or incidents they might occur during a training session.
- Ensure compliance with all Equal Opportunities and Anti-Discrimination Legislation

Other Relevant Matters

- National Pool Lifeguard Qualification is required for this post.
- All coaches are expected to represent and promote the interests of the City of Oxford Swimming Club.
- All coaches are expected to promote swimming throughout Oxford and the role the City of Oxford Swimming Club plays.
- Driving license and car owner is preferred as it is necessary to get across the city to the different sites.
- Have a good knowledge & understanding of the Optimal Athlete Development Framework (OADF).

An Enhanced Disclosure and Barring Service checks will be carried out on successful candidate.