



Head Teacher & Development Coach City of Oxford Swimming Club

Job Description:

The Club is looking for a Level 2 Teacher to be responsible for running the Clubs lesson programme & coach the Rising Stars programme. As Head Teacher you will work part-time for the City of Oxford Swimming Club and will be responsible for organising & running the learn to swim lessons & Rising Stars Programme.

Qualifications: As a minimum ASA Level 2 Teacher & Level 1 Coaches qualification. Also desirable is National Pool Lifeguard Qualification & Level 2 ASA Coaches qualification – the successful candidate will be expected to obtain these if not already achieved.

Salary: Salary to be agreed dependent on experience

Hours: This is a part-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:

- Development and delivery of teaching services for swimmers predominantly aged 6 - 10 years;
- Development and delivery of coaching services for swimmers in the rising stars programme
- Swim teaching within the clubs Learn to Swim Programme in accordance with Swim England's National Plan for Teaching Swimming of Stages
- Responsible for working with the Head of Age to implement the use of Swim England Club Awards scheme to the Rising Stars programme
- Responsible for organising & coordinating staffing of lessons & the Rising Stars programme.

- 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.
- Attending weekly Coaches meetings;
- Attending competitions with Rising stars.

Detailed Tasks

Delivery of swimming teaching/coaching

- Teaching swimmers predominantly aged 6-10 or as directed by the Head Coach;
- Liaise with Head of Age Coach regarding the progression of swimmers through the Rising stars programme into the Academy programme.
- Attending Development competitions & Club relay gala's associated with Rising Stars swimmers.
- Coordinating the activities of swimmers including, individual feedback, continual monitoring of development.
- 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 teacher/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:

- COSC Development gala's
- COSC L3 Open Meet
- Junior League gala's
- Inter-Club gala's

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 that might occur during a training session.
- Ensure compliance with all Equal Opportunities and Anti-Discrimination Legislation

Other Relevant Matters

- National Pool Lifeguard Qualification is desirable for this post.
- Level 2 Coached qualification is desirable 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.

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