



Sevenoaks Swimming Club

Founded 1915

Affiliated to: ASA South East Region, Kent County ASA, RLSS

Job Description: Level 1 Team Coach

Responsible to:	The mentoring Level 2 Coach and appropriate Session Coach
Main Purpose:	To deliver safe and effective training that meets previously agreed short-term goals for the Club's swimming programme to specific groups of swimmers and/or water polo players, under the supervision of a member of the coaching team holding a Level 2 swimming coaching qualification as a minimum. To act as the point of liaison between the Session/Team Coaches of his/her team and the swimmers/players under his/her control. To be part of a specific team of coaches, and to have responsibility for ensuring appropriate coaching levels are maintained for swimmers under his/her control.
Time commitment:	As agreed by the Session and Team Coaches

Key Tasks:

1. Help identify group and individual needs of the swimmers/players under his/her control in discussion with his/her Team Coach
2. Prepare short-term training programmes under the guidance of his/her Team Coach that will meet the needs of the swimmers/players under his/her control
3. Plan and deliver structured and previously specified training sessions as agreed by his/her Team Coach
4. Follow the Club's policy for the reporting of all incidents, accidents and injuries
5. Ensure all activities and opportunities are delivered professionally and effectively
6. Adhere to guidelines set down by the Amateur Swimming Association (the National Governing Body)
7. Act as a point of liaison between his/her Team Coach and the swimmers/players under his/her control, and to discuss concerns or other issues in a free and open manner in respect of those swimmers/players
8. Attend regular meeting with session coaches, other team coaches, helpers and Programme Coordinator
9. Maintain a programme of personal development with guidance from the mentoring Level 2 team coach
10. Promote Swim 21 accreditation
11. Ensure Health and Safety regulations are adhered to and ensure the health and safety of the swimmers under his/her control
12. Adhere to and promote the Amateur Swimming Association's Child Protection Policy
13. Adhere to and promote the Club's rules, regulations and other policy statements
14. Undertake any other tasks appropriate to this level of responsibility

Person Specification:

Qualification and knowledge	Essential	Desirable
Hold an ASA Level 1 swimming coaching qualification or similar	✓	
Hold a current RLSS or NARS Pool Lifeguard Qualification, RLSS National Rescue Award or similar		✓
Hold current membership of the Institute of Swimming Coaches and Teachers or similar	✓	
Have knowledge of Long term Athlete Development and performance planning for sport		✓
Have attended a SportscoachUK approved Child Protection workshop		✓
Have up-to-date knowledge of the Amateur Swimming Association's Child Protection Policy and Code of Ethics	✓	

Experience	Essential	Desirable
An agreed period of time shadowing a Level 2/3 qualified member of the Club's coaching team	✓	
Experience that demonstrates a record of personal achievement and motivation for continuous professional development		✓
Experience of managing and delivering quality services that focus upon the needs of individuals		✓
Experience of preparing verbal reports to interested parties		✓

Skills	Essential	Desirable
Good coaching and associated organisational skills	✓	
The ability to motivate swimmers		✓
The ability to function as a team member	✓	
The ability to consistently display high personal standards and project a favourable image of the sport and of coaching – to performers, coaches, officials, spectators, the media and the general public, and to project an image of functional efficiency	✓	
Physically capable of carrying out the duties of the role		✓

Signatures: Level 1 Team Coach: Date:

Chairman: Date: