



POSITION DESCRIPTION

Title:	Lead Swimming Coach (Casual)
Reports to:	Principal through the Director of Sport
Date:	December 2020
Status:	12 months before review of ongoing role
Load:	15 to 25 hours per week casual. Hours to be negotiated on a needs basis. Potential split shifts 6:00am to 8:30am and 3:30pm to 7:30pm

Reflecting the ideals and values of FCJ education, Genazzano aims to promote the spiritual, moral and intellectual formation of its students so that they develop into Catholic women of faith, strength, ability and knowledge to provide leadership in the broader community. The Vision and Mission Statement describes the Genazzano graduate as a young woman with a passion for life, a love of learning and the courage and confidence to serve others. Other features identified include a quality religious education, an intensive co-curriculum and an active engagement with issues of social justice as the means by which this vision can be achieved.

The Lead Swimming Coach will promote a commitment to the values, mission and vision of Genazzano FCJ College, as well as the skills and knowledge to facilitate their achievement.

The Genazzano FCJ College swimming program is a vibrant and progressive educational operation that includes the College swim teams, the Physical Education based programs for girls from Prep to Year 12 and the Gen Aquatic Swimming Club. Gen Aquatic is a professionally organised swimming club committed to the ongoing development of its swimmers and swimming programs to the highest possible level.

The Lead Swimming Coach collaborates with the Aquatics Performance Mentor and reports to the Director of Sport. They also work with the Physical Education staff in developing the College swimming program and College swimming teams. The Lead Swimming Coach will be supported by an Aquatics Coordinator.

EXPECTATIONS OF STAFF IN A CHILD SAFE SCHOOL

Genazzano FCJ College is committed to creating and maintaining a child safe environment in which students feel safe and are safe. A condition of employment is that staff are deemed to be persons suitable to work with children. Genazzano FCJ College has a *Child Safe Policy* and a *Child Safety Code of Conduct*. All staff members of the school are subject to and expected to comply with the *Child Safe Policy* and the *Child Safety Code of Conduct*.

POSITION OBJECTIVES

- To continue to develop a high quality swimming program and competitive College Swimming Squad that meets the needs of the College
- To continue to develop the Gen Aquatic Swimming Club, so that it positively contributes to the College's objectives through effective and efficient utilisation of pool space and resources and provides further swimming opportunities for our students

RESPONSIBILITIES AND DUTIES

- Develop term and yearly programs for all college swim teams and club swim squads
- Develop all coaching curricula, including outlines of the program structure, lesson content and assessment criteria for the PE program
- Conduct squad swimmer assessments for GenAquatic
- Deliver training for multiple squad levels to best prepare swimmers of different ages, abilities and competition goals to assist swimmers in achieving their potential
- Train swimmers to develop in accordance with their individual needs and objectives
- Act as an intermediary for parents and squad coaches and respond to all squad enquiries and feedback
- With the Aquatics Coordinator plan and conduct swim camps for the Genazzano Swimming Squad
- Evaluate swim carnivals/competitions/meets and report results to the Director of Sport
- Provide expertise and support of the organisational of House Swimming Carnival
- Actively promote the College swimming programs and swimming opportunities
- Implement all health and safety policies and procedures of the College and take all reasonable care to ensure the ongoing health and safety of all swimmers, coaches and visitors
- Continually develop and foster relationships with the sport and industry bodies to ensure that Genazzano FCJ College is adopting best practice
- Develop and implement a training environment that enables members to progress from Club and State level competitions to success at the National level
- In conjunction with the Director of Sport develop and implement a high performance program and monitor the success via key performance indicators
- With the Aquatics Coordinator develop the squad timetable to ensure the optimal use of facilities and resources and financial sustainability of the squad program
- Maintain a planned and purposeful swimming program that utilises active coaching of swimmers, Genazzano students and Gen Aquatic Swim Club students. Coaching hours will be constantly reviewed with the Director of Sport.
- Promote swimmer achievements and be mindful of the wellbeing of all members.
- Actively oversee the Genazzano swimming team selection specifically the GSV, SSV and All Schools competitive swimming programs and carnivals/meets
- Identify potential Gen Aquatic swimmers through observation of learn to swim participants and discussion with their instructors
- Attend Gen Aquatic activities outside pool training including competitions, camps, social events and presentation nights
- Ensure that a sound knowledge of emerging trends in aquatics theory, program design and assessment methodologies are maintained and that the aquatic programs adopt any appropriate changes

ACCOUNTABILITIES

The Head Swimming Coach is responsible for:

- Ensuring a high performance swimming program is developed for our students
- Promotion, implementation and evaluation of all College and GenAquatics swim programs

- Ensuring squad coaches conduct effective and engaging sessions that align with the vision and educational objectives of the swimming program
- Adhering to College policies, procedures and philosophies at all times
- Ensuring qualifications are current and industry knowledge is of a high standard
- Developing and maintaining high standards in the program as evidenced by meeting KPIs established with the Director of Sport

REPORTING RELATIONSHIPS

- The Lead Swimming Coach reports to the Principal via the Director of Sport
- The Lead Swimming Coach is supported by an Aquatics Coordinator
- The Lead Swimming Coach collaborates in all planning with The Aquatics Performance Mentor

RELATIONSHIPS

Internal:

- Director of Sport
- Gen Aquatic Committee
- Aquatics Coordinator
- Casual Squad Coaches
- Curriculum Leader: Health & PE
- Principal, Deputy Principals and Business Manager
- Administration, Development, Finance and Property Staff

External:

- Parents/guardians
- Staff from similar organisations
- Official swimming bodies
- Bulleen Swim School

QUALIFICATIONS AND SKILLS

- Current Bronze/Silver Coaches Licence or above, Pool Lifeguard and Resuscitation Certificates (these qualifications must be updated throughout employment)
- Relevant tertiary qualifications desired
- Working with Children Check
- National Police Record Check
- First Aid and other safety qualifications as deemed necessary by the College
- Accredited Silver Level NCAS Swimming Coach
- Demonstrated experience in the design and delivery of effective swimming programs to prepare swimmers for Club, District and State level competition
- Demonstrated experience in setting performance objective and measuring outputs
- Excellent interpersonal skills and demonstrated ability to communicate effectively with large groups
- Ability to work autonomously and as part of a team
- Current First Aid and Resuscitation Certificate
- Knowledge of equal opportunity principles and OH&S responsibilities and commitment to attending relevant OH&S training
- Capacity to implement required OH&S policies and safe work practice

Genazzano FCJ College promotes the safety, wellbeing and inclusion of all children and young people.