

## JOB DESCRIPTION



<b>Department</b>	Aquatics
<b>Location</b>	Pleasant Prairie RecPlex, 9900 Terwall Terrace, Pleasant Prairie WI 53158
<b>Job Title</b>	Swim Coach – Senior Assistant Coach
<b>Classification</b>	Part-time/Non-exempt
<b>Pay Range</b>	\$12.00/hr. - \$20.00/hr. PT79

### Job Summary

This is a part-time position in the Recreation Department Aquatics Division and is under the direct supervision of the Head Swim Coach and in absence of the Head Swim Coach, the Aquatics Supervisors or Aquatics Manager. The primary purpose of the Senior Assistant Coach is to provide outstanding service through warm interactions. The responsibilities of this position are, but not limited to: the assistance in management of the Senior group and the Masters swim team of the Pleasant Prairie Patriots, including program development, strategy, and direction; athlete supervision; performance and attendance tracking; providing a winning atmosphere and attitude every day; recruitment and marketing; Open Water/triathlon training; safety training and supervision; personnel supervision. Employees in this classification must represent the Recreation Department in a professional manner, while instructing and monitoring, members, guests, and program participants. A special emphasis on program development and quality instruction.

### Job Duties

- Help foster a strong competitive atmosphere in the Masters Senior and National level group and foster the competitive growth of the program.
- Share in developing a direction and goals that are tangible and trackable.
- Assist in the oversight of Masters, Seniors and National groups.
- Must be available to coach practices and meets that will primarily be on nights and weekends.
- Plan, oversee, and instruct practices and workouts with a safety minded approach.
- Track team members and take attendances.
- Help train and develop the Age Group Swim Coaches both Adult and Junior in the proper management of a swim practice and season planning.
- Knowledge in core swimming training and stroke techniques and principles by applying science based training methods approved by USA Swimming and the American Swim Coaches Association.
- Welcomes and responds to calls, questions, concerns and feedback from patrons in regards to the team.
- Knowledge in core swimming training and stroke techniques and principles.
- Must know and enforce all RecPlex, Village and Department rules, regulations, policies, standard operating procedures and guidelines.
- Must be able to perform other duties and special assignments as directed by the Aquatics Director including assignments that may be outside the primary area of employment.
- Must exhibit a teamwork attitude and self-motivation, take the initiative to solve problems and innovate.
- Should be able to effectively delegate and supervise.

### Physical Requirements

- Must be 18 years or older to be a Fully Certified Adult Coach.
- American Red Cross First Aid and CPR/AED certified upon hire, Lifeguarding certification preferred.
- High degree of interaction and communication with staff and public.
- Work is performed in an indoor pool environment with exposure to warm temperatures and heavy humidity, slippery surfaces, water and pool chemicals. The work requires long periods of attentiveness, swimming, jumping, diving, standing, sitting, pulling, pushing, reaching, carrying, cleaning, visual monitoring, verbal and written communication, hearing, moving about pool area, moderate lifting (15-50 lbs.), heavy public contact and exposure to stressful and emergency situations.
- Work schedule is subject to varying shifts but must be available evenings and weekends.

### Requirements - educational, certifications and experience

- Must have three to five (3-5) years of coaching experience.
- Must be able to pass a background check and maintain good standing with USA Swimming.
- American Red Cross Safety Training for Swim Coaches Certified.
- Coaches Advantage Certified.
- Concussion Protocol Certified.
- USA Swimming Athlete Protection Training Certified.
- Foundations of Coaching Original or thorough 101, 201 & Rules and Regulations.

- Additional experience with a Masters team, a NCAA team, or USA Swimming team is preferred.
- American Swim Coaches Association Level 2 preferred.
- Must have one to three (1-3) years of personal competitive swim experience.
- Extensive customer service and public relation skills are required.
- Must be familiar with TeamUnify.

**Coaching Policy**

Athletic/team Coaches are hired to instruct/teach specific skills where the coach is the teacher and the player(s) is/are the learner(s) and instill teamwork both during team practices and games. Coaches are not hired to participate with the players during scrimmages or active play, or endurance/strength training.

I have read and understand the job duties and physical requirements of this position.

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Signature

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Date

Village of Pleasant Prairie is an Equal Opportunity Employer.