



## ***Role Profile:***

### **Kent Town Swim – Lead Coach (State & Development Squads)**

#### **Role Purpose:**

The Coach contributes to the vision and purpose of Prince Alfred College by developing and delivering high quality squad program in collaboration with the Kent Town Swim Head Coach and Kent Town Swim Operations Manager.

This permanent part-time role is 24 hours across 6 days per week, providing tailored squad program sessions for the State Squad and Development Squad and assisting the Head coach with senior squads. The Lead Coach provides feedback to children and parents on the development of individuals in accordance with the Kent Town Swim policy.

The position requires regular liaison with the Head Coach.

The position also liaises and interacts with a diverse range of internal and external stakeholders including staff, parents, swimming clubs and officials, and PAC stakeholders. Discretion and judgement are required in dealing with confidential and sensitive issues.

The Lead Coach is required to attend targeted swimming meets as a representative of Kent Town Swim (KTS). They will provide race plans, feedback, and support to KTS Swimmers. Targeted meets will be at the discretion of the KTS Head Coach.

#### **Reports to:**

Kent Town Swim Head Coach & Kent Town Swim Operations Manager

#### **Other Key Relationships:**

Supervising team and coaching team

## **Key Responsibilities**

### **Coaching**

- State Squad Coach
- Development Squad Coach
  - Provide clear instructions to all members of squad programs and ensure their safety.
  - Provide feedback on progress to squad swimmers.
  - Identify technical faults and correction of these errors, identifying strong, weak, or challenging swimmers in the group, and keeping track of individual swimmers' progression.
  - Develop programs in collaboration with other staff to meet the needs of the diverse range of clients.
  - Maintain the integrity of the squad structure, while allowing flexibility for individual differences.
  - Lead Coaches have a role in mentoring and educating assistant coaches and be contributing to their ongoing professional development.
  - Lead Coaches are responsible for organizing and running all dryland sessions in line with the squad structure.
  - All Coaches are responsible for taking the attendance of their squad sessions.

### **General**

- Squad administrative support to the KTS Operations Manager
  - Utilizing relevant administrative systems, protocols', and procedures to support daily operations.
  - Managing squad assessments and bookings, squad communication, and squad events (including Splash & Dash) in collaboration with the KTS Head Coach.
- Provide accurate and timely information to key stakeholders.
- Attend meetings as required.
- Ensure the programs are maintained to the highest level of recognized standards.
- Contribute to the ongoing development of the Squad Program.
- Identify and participate in relevant professional learning.
- Foster effective working relationships with all staff and members of the College community.

### **WHS**

- Identify and quickly respond appropriately to any emergency.
- In conjunction with facility management, facilitate the timely and safe use of water space, in clearly defined areas.
- In the event of injury or illness provide appropriate first aid.
- Ensure compliance with legislative and College procedures and processes.
- Coaches are responsible for packing up equipment and ensuring all customers are safely leaving the centre at the end of each session.

**Key Knowledge and Skills:**

1. Experience in instructing across all levels of the Learn to Swim programs.
2. Experience in coaching state-level swimmers to a competitive level.
3. Excellent communication and people skills.
4. A commitment and focus on customer service, communication, and continuous improvement.
5. Excellent time management skills and ability to prioritize workload.
6. A high level of confidentiality and tact.
7. A commitment to developing teams and collaborating constructively with them.
8. Well-developed administrative and computer literacy skills – competent abilities in Microsoft Office, Microsoft Excel.
9. A commitment to be flexible, adaptable, and pro-active to support the effective and efficient operations of Kent Town Swim is essential.

**Requirements:**

1. Australian Swim Coach (Development Coach) License
2. Lifeguard Certificate
3. Provide First Aid
4. CPR
5. Working with Children Check
6. RRHAN & Protective Practices.

**Salary:**

To be negotiated

**Tenure:**

Permanent Part-time (24 hours p/w)