Job Profile

Job Title:	Varsity Swimming Head Coach
Department:	Athletics
Reports to:	Athletic Director
Date:	10/8/21

Job Status:

Exempt ☐	Non-Exempt X
Full-time ☐	Part-time X

General Summary

What is the primary purpose of this position?

The role of the Varsity Swimming Head Coach is to be responsible for coaching the varsity team as well as provide instruction and development of the lower level teams (Junior Varsity and Frosh/Soph). In addition, the Head Coach will be responsible for character development and providing direction to student-athletes so that they might achieve a high level of skill as well as an appreciation for discipline, sportsmanship, and teamwork. The person in this job is required to interact thoughtfully and respectfully with student-athletes, fellow coaches, staff, parents, and community and well as follow the mission of the school.

Essential Responsibilities

List all major job functions performed on a regular basis.

All areas of responsibility must be operated consistent with the Catholic mission of the school.

1. Follow and uphold the policies and mission statement of the St. Francis Athletics Department, the Delta League, the CIF Sac-Joaquin Section, the California Interscholastic Federation (CIF), and the National Federation of State High School Associations (NFHS).

2. In coordination with the Athletic Director and/or sport supervisor, plan, organize, and direct all facets of the St. Francis Swim program including the scheduling of practices, competitions, ceremonies, and post-season awards banquet.

3. Instruct and demonstrate skill sets and techniques necessary for individual and team development for all levels of the program.

4. Ensure that team rules and regulations regarding the conduct and eligibility of the athletes are clearly communicated and followed.

6. Consult with the Athletic Director regarding any off-season training programs including scheduling dates for summer camps/practices, competitions, and pre-post tryout informational parent meetings.

7. In conjunction with the Athletic Director, facilitate informational parent meetings at the beginning of the season for all levels.

8. Create a safe environment conducive to learning and appropriate for the physical, social, and emotional development of students.

9. Model good sportsmanship behavior and maintain appropriate conduct towards opposing teams, fans, parents, officials, spectators, and community.

10. Implement positive communication strategies, organizational skills, and safety.

11. Successfully foster and support an inclusive educational environment.

Job Specifications/Requirements

List skills/experience required for adequate performance in this position. List preferred experience and skills if any.

Education:

Bachelor's Degree or equivalent experience required

Specialized training:

High-level knowledge of swim training for teenage athletes at varying levels and abilities

Job experience:

Coaching experience at the high school, collegiate, or professional level required, 3 years or more as a head coach preferred

Technical/Functional skills:

1. Strong teamwork and teambuilding skills.

2. Design effective plans for training and competition.

3. Understand aspects of health, nutrition, exercise science, and physical education, particularly as they relate to the adolescent, female athlete.

4. Strong organization and administration skills including managing the coaching staff of all levels of the program.

5. Ability to effectively communicate verbally and in writing.

6. Strong listening skills.

7. Ability to prepare and condition athletes both physically and mentally.

8. Demonstrated mentoring and motivating skills, encouraging student empowerment and academic success.

9. Ability to work and contribute to an environment of mutual respect and collegiality.

10. Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of high school students.

Other Requirements:

Other duties may be required as needed.