



## **HEAD COACH Role Descriptor**

### **PURPOSE**

To inspire and motivate swimmers to improve their performance in a safe and positive environment, while working alongside other club staff to deliver a well organised, appropriate and effective programme.

### **MAIN FUNCTIONS AND DUTIES**

#### **1. Leadership**

- Lead and develop the Coaching team to deliver a coordinated quality programme
- Assist athletes to achieve their full potential with the objective of achieving District/National/International and World Class standards
- Promote, support and encourage the work of all involved both within the Club and externally
- Maintain poolside discipline in accordance with the Club's policies and procedures to ensure an effective, safe environment for all
- Support and contribute to the Club's Development Plan

#### **2. Squads**

- Provide clear, progressive and accessible pathways and squad structures for swimmers, coaches and poolside personnel, and give feedback on progression
- Provide practical coaching in pool and land work to swimmers across various training squads
- Provide advice and support to coaches and helpers
- Manage the various squads to support continuous progression through them whilst liaising with the Facilities Coordinator to utilise available capacities
- Ensure that all training sessions are appropriately planned and staffed with the support of the Coaching Coordinator and that training and development needs are met

#### **3. Competitions**

- Work with the Entries Secretary to identify and agree the annual competition programme of meets/leagues/galas to support the swimmers development needs
- Attend competitions to both support and motivate the team but also to monitor, evaluate and feedback on individual and team performances



## **PERTH CITY SWIM CLUB**

### **4. Communication and correspondence**

- Be the first point of contact for all coaching related enquiries
- Chair and arrange regular meetings for the Coaching Team to facilitate delivery of the programme
- Establish, maintain and develop effective working relationships with Scottish Swimming, District, national associations, local authority, other clubs and partners to deliver best practice
- When requested, attendance and report to the Club Committee at meetings
- Prepare and present a report for the AGM

### **SKILLS / ATTRIBUTES**

- Motivational
- Good knowledge and understanding of the discipline of swimming
- Excellent interpersonal and organisational skills
- Ability to confidently lead and develop a coaching team to complement the size and quality of the membership of the Club
- Ability to communicate effectively with swimmers, parents and Committee
- Ability to report on progress to Committee, and to liaise and work with the Committee and poolside assistants
- Have a good working knowledge of child protection procedures
- Ability to forge relationships with neighbouring clubs and facility providers

### **REQUIREMENTS**

- PVG Scheme Membership
- Sign and adhere to the Coach's Code of Conduct
- Complete a self-declaration
- Be a member of Scottish Swimming
- Attend appropriate training

### **TRAINING AND SUPPORT**

- UKCC Level 2 (minimum) Coaching Qualification
- Attend Child Wellbeing & Protection in Sport course (renewable every 3 years)
- Appropriate CPD