

Job Description: National Aquatics Centre - Diving Coach

Salary: €27,000 - €30,000.00 Experience related

To assist the NAC Diving Manager and Senior Diving Coach in organising, developing and delivering a teaching and coaching program to meet the needs of diving in the National Aquatics Centre, Dublin (NAC), enabling divers at all levels from novice to international status, to reach their full potential.

Major tasks:

- Coaching of the NAC Diving Academy Training Squads
- Teaching of the NAC Diving Academy Learn to Dive Classes
- Diving Development Scheme (monitoring/evaluating/teaching)
- Ensuring service quality
- Marketing and promotion
- Attending competitions

Job activities:

In discharging the duties and responsibilities of this job, the post holder is required to positively implement all current NAC Policies, Regulations and Codes of Practice at all times. The role includes annual KPI's, targeting the development and growth of the NAC Diving Academy

Policies with particular relevance to this job are:

- Health and Safety Policy; Equal Opportunity Policy; Customer Care Policy; Normal Operating Procedures; Emergency Action Plan.

Health and Safety:

- Advise customers of safety rules in relation to their behaviour as required
- Regularly provide accurate and detailed information to customers as requested by the customers or management staff.
- Occasionally attend to minor accidents, administer appropriate first aid treatment and make accurate legible records.
- Effectively discharge specified responsibilities in the event of an emergency situation.

Coaching:

- Under the guidance of the Diving Manager and Senior Diving Coach the NAC Diving Coach will take responsibility for the coaching of the NAC Diving Training Squads, Talent Identification and Learn to Dive groups, ensuring that the participants are given the opportunity of achieving their maximum potential, up to and including international level.
- Prepare and supervise training schedules to ensure progression and development.
- Under the direction of the Diving Manager, supervise land training aspects for the NAC Diving Training Squad members as required.
- Teach NAC Diving Academy learn to dive sessions when required
- Maintains up to date records of individual achievements and personal best scores.
- Attends specific competitions as directed by the Diving Manager and attends other top competitions alongside the Diving Manager as required.
- Attends specific training camps as directed by the Diving Manager and attends other top training camps alongside the Senior Diving Coach as required.
- To keep up to date with developments in Diving teaching and coaching.
- Liaison with the Committee of NAC associated Diving Club (Currently Shamrock DC).

Diving Development:

- Provides statistical data and reports in respect of the Diving Training Squads.
- Co-ordinates the training and development of coaches under the supervision of the Diving Manager.
- Liaises with customers attending all sessions and works to ensure a high standard of customer care at all times.
- Monitors on a regular basis participants in the Diving Academy Learn to Dive Programme and assists customers wishing to become involved in the Diving Academy Training Squad structure.
- Attends meetings as requested by the Diving Manager.
- In the absence of the Diving Manager, arranges suitable cover both at competitions and squad training sessions.
- Involved in the promotion and marketing of the Diving Squads, including press releases, distribution of publicity material, organisation of NAC Diving Academy competitions and special events including assisting on courses, talks and presentations
- Monitors and evaluates performance constructive to both individuals and groups, including other coach's performances.
- The post holder may be required to work at locations throughout the region.

NB:

The demands of the service are such that the post holder is required to work very irregular or unsociable hours, which may fall between the following times:

Monday - Friday	5.00 am - 10.30 pm
Saturday	5.00 am - 10.30 pm
Sunday	5.00 am - 10.30 pm

Analysis of performance requirements and conditions

Senior Diving Coach is responsible for:

- Temporary and casual staff, volunteers and regular student placements

Decisions Made

- Shares responsibility for the coaching of NAC Diving Academy Training Squads and Learn to dive program.
- Helps with the training aspects of other coaches and provides guidance to Diving teachers as requested by the Diving Manager

Supervision Received

Works under the direct supervision of the Diving Manger and Senior Diving Coach. Spends a large amount of time working without direct supervision. Works on own initiative, referring any difficult or complex problems to the Diving Manager and Senior Diving Coach.

Work Complexity

Shares the responsibility for the coaching NAC Diving Academy training Squads and Learn to dive sessions including all levels and Masters Squad and must possess sufficient knowledge of coaching and dry land training. Be required to assist in the administration of Learn to dive programme. Post holder must be familiar with problems and difficulties of working with a wide cross section of the local community, particularly with equal opportunities and health related issues

Special Conditions

Required to work irregular and unsocial hours as part of the normal working week.

Contacts

Frequent direct contact with customers, especially Training Squad members. Frequent contact with club and committee members, daily contact with Diving Manager, regular contact with Departmental and Management staff.

Creative Work

- Ensures a high standard of safety.
- Devises training programmes suitable to all ability groups, including Masters Squad.
- Assists with recording and record keeping of individual and of group divers.
- Ensures a high standard of customer care.

Education

- The post holder must hold qualification relative to the Swim Ireland/A.S.A/UKCC level 2 Teachers Certificate for Diving or above.
- Qualification relative to Gymnastics Ireland/BG Level one trampoline coaching certificate and/or level one assistant coach for gymnastics, Irish Water safety or RLSS Pool Lifeguard qualifications and First Aid Certificate are desirable.

The post holder will be required to update qualifications as necessary.

Experience

Previous experience of coaching at all levels and the attendance at major competitions are a necessary aspect of the job.