

Job Description: Dryland Diving Centre Coach

Salary: €28,000 - €30,000.00 Experience relative

To deliver Gymnastics, Trampolining and NAC Diving Academy Dryland sessions to meet the needs of the National Dryland Diving Centre Dublin (N), enabling NAC Diving Academy participants at all levels from novice to international status, to reach their full potential.

Major tasks:

- At the direction of the Diving Manager and Senior Dryland coach provide a high standard of delivery of all levels of the NAC Diving Academy's Dryland Diving/Gymnastics/Trampoline program sessions
- Support Senior Dryland Coach in all aspects of the development of Dryland centre programming and delivery.
- 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 Academies Dryland Centre programmes

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.
- Maintain Dryland Diving centre equipment and environment

Coaching:

- Under the guidance of the Diving Manager and Senior Dryland Coach the Dryland Coach will take responsibility for delivery of National Dryland Diving Centre Gymnastic and Trampolining groups ensuring that the participants are given the opportunity of achieving their maximum potential.
- Prepare and supervise training schedules to ensure progression and development.
- Teach Gymnastic and trampoline sessions
- Maintain up to date records of individual achievements and personal best scores.
- Attends specific competitions as directed by the Diving Manager and Senior Dryland Coach
- Helps supervise the work of other coaches operating within the coaching scheme and monitors the quality of work.
- Attends specific training camps as directed by the Diving Manager and Senior Dryland Coach attends other top training camps alongside the Diving Manager as required.
- To keep up to date with developments in Diving, Gymnastic and Trampoline teaching and coaching.

- Assist the Diving Manager with the setting up and running of teacher training courses including staff training.

Diving, Gymnastic and Trampoline Development:

- Assists Diving Manager with Co-coordinating the training and development of coaches under the supervision of the Senior 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 Dryland centre sessions and assists customers wishing to become involved in the Diving Academy Training Squad structure.
- Attends meetings as requested by the Diving Manager.
- Arranges suitable staffing provision for all Dryland Diving Centre sessions.
- Involved in the promotion and marketing of the Dryland Diving Centre, 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

The Dryland Diving Coach is responsible for:

- All part time casual coaches, volunteers and regular student placements

Decisions Made

- Shares responsibility for the coaching of the NAC Diving Academy Training Squads dryland sessions.
- Helps with the training aspects of other coaches and provides guidance to Gymnastics, Trampoline and Diving teachers as requested by the Diving Manager.

Supervision Received

Works under the direction of the Diving Manager and Senior Dryland Coach sometimes time working without direct supervision. Works on own initiative, referring any difficult or complex problems to the Diving Manager.

Work Complexity

Coaching of NAC Diving Academy Gymnastics, Trampolining, learn to dive and Training Squad sessions including all levels and Masters Squad and must possess excellent knowledge of coaching and dry land/Gymnastic based training.

Be required to assist in negotiations with other agencies including clubs, governing bodies. The 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 Diving Squad members. Frequent contact with club and committee members, daily contact with Diving Manager, regular contact with Departmental and Management staff.

Creative Work

- Devises development strategies and programming specifically targeting participation increase and program diversity within the NAC Diving and Dryland Centre Academies
- Devises training programmes suitable to all ability groups.
- Assists with recording and record keeping of individual and of group divers.
- Assists with the drafting of press release, promotional aspects and correspondence material.
- Ensures a high standard of customer care.
- Ensures a high standard of safety.

Education

- The post holder must hold Gymnastics Ireland/UKCC Level 2 Gymnastics and or Trampoline teachers qualifications
- Swim Ireland/UKCC Level 2 Diving Teachers qualification, RLSS Pool Lifeguard 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, together with a background/experience of sports development.