



CITY OF BELFAST
SWIMMING CLUB

VACANCY – Level 2 Swimming Teacher or Coach

City of Belfast SC are developing their coaching team and seek a Level 2 Swimming Teacher or Coach. This person will help specific CoB squads develop swimming skills. The successful applicant will plan all aspects of the squad programme in conjunction with the head coach.

Please note that this role will be offered on a self-employed basis with payment generated based on invoices submitted.

Reporting to: Head Coach

Responsible for: delivery of the programme

The Head Coach will oversee programmes and will conduct regular evaluations to ensure standards are consistently applied.

Responsibilities and Duties:

Management of the Junior Squad Programme:

1. To manage all aspects of a specific CoB Squad programme with a focus on technique and skills.
2. To support the Head Coach in the periodic review and development of the programme to ensure that essential skills are being learned
3. To keep attendance records
4. Ensure the programme activities are appropriate for the age and ability of the squad and individual members.
5. Adhere to health & safety guidelines.
6. Track improvement and performances.
7. To follow safeguarding guidelines as laid out in SI's Safeguarding Policies.
8. To maintain and develop positive working relationships with the coaching team, LC personnel, Swim Ulster, Swim Ireland
9. Undertake appropriate training and development as required
10. Provide occasional cover for other coaches and squads.
11. Any other duties that are deemed appropriate within the role.

Responsibilities:

1. To develop and maintain an annual training and competition programme in conjunction with the head coach
2. Attend coaches meetings.
3. Ensure all policies & systems are understood and upheld.
4. Understand and promote CoB's vision.

Communication:

1. Communicate as required with parents and guardians of squad members
2. To maintain effective regular communication with the head coach. To work closely in responding appropriately to the needs of squad members, parents and coaching staff.
3. Attend meetings with coaching and teaching staff and the committee as required.

It is important to note that the successful applicant will be required to undertake an enhanced disclosure from Accessni and that this will form part of the conditions of offer of employment.

Qualifications

A Swim Ireland Level 2 Coaching Qualification or equivalent OR
A Swim Ireland Level 2 Swimming Teaching qualification or equivalent
A Swim Ulster/Swim Ireland Safeguarding qualification or equivalent
Hold a Valid SI License or be eligible to apply.

Background & Experience

Experience of teaching swimming to children of all abilities
Experience of developing young swimmers
Have the ability to assess pupil's progress against key performance criteria and tailor sessions to specific needs.
Have knowledge of good practices recommended by the Swim Ireland regarding teaching / coaching procedures.

Skills & Competencies

Excellent communication and inter-personal skills with the ability to act as a positive role model
The ability to maintain a positive attitude in the face of unexpected and stressful situations and to be professional in appearance and behaviour
The ability to work on own initiative as well as in a team
Commitment to personal and professional development
Excellent time management skills and the ability to plan and organise personal workloads
To be able to work across the hours of the development squad programme including evenings and weekends

It is important to note that this job description is a guide to the work you will initially be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your contract of employment.

This position will have flexibility in terms of the hours worked but there will be a requirement for some early morning, evening and weekend work.

Place of work – Belfast & other locations for training, galas and other competitions.

Closing date for applications: **Friday 3rd November 2017** Start date – **ASAP**

Remuneration:

City of Belfast offer competitive remuneration for the role of teacher / coach .This will be dependent on experience and qualifications.

How to apply:

For further information about this role, contact the Club Secretary Linda Montgomery

Contact email: secretary@swimbelfast.com and headcoach@swimbelfast.com

Please note that applicants must clearly demonstrate that they meet the essential criteria set out above in order to progress through the shortlisting process.