

## Job description - Assistant Coach



- Reporting to: Head Coach and Chairman
- Responsible for: Co-ordinating the development of the talent of young swimmers. The proposed role will be centred on three core activities:
- Development of the club's Age group and youth swimmers' skills in Yellow Squad, Silver squad and Bronze squad to allow them to progress through the club as part of a LTAD programme.
  - Develop a programme for swimmers in Bronze and Silver squads to achieve County & Regional qualification as agreed.
  - Identification of talent from the city's School and Learn to Swim swimming programmes
- Contract: 37 hours per week, 52 weeks per year
- Salary: Negotiated on Appointment subject to qualifications and experience.

### Key Objectives

- Work closely with the Head Coach to develop an integrated achievement agenda by assisting in season planning, session planning and competition planning for all aspects of the club's activities
- Manage all day-to-day activities associated with COPS' junior programme including planning, training, competition entry and league selection.
- Plan and implement a programme to develop Age-group and Youth swimmers in Silver squad to achieve qualification to Regional championship standard or higher
- Investigate the opportunity of expanding the Satellite Development Squad program into other locations in and around the city.
- Work with club and Peterborough City Council's Learn-to-swim programme to identify swimmers that meet the required entry standard for COPS and encourage them to join the COPS programme.
- To help generate awareness of the club's activities across the City and beyond to ensure schools, teachers, and young people's services know about the programme.
- Deputise for the Head Coach to allow time off for annual leave and at other times by prior agreement.
- Attend selected galas and open meets as agreed with the Head Coach.
- Use Team Manager 4 software to maintain accurate swimmer records.
- Liase with coaching staff, club committee and club members on a regular basis.
- Attend meetings with outside agencies and internal club meetings where necessary.
- Other duties that may be required from time to time and are within the scope of duties already identified. Such changes that are permanent will be negotiated with the post holder and incorporated into the job description.