



Upper Moreland Swim Club Application 2024 Assistant Swim Coach/Assistant Dive Coach

Name _____ Birthdate _____

Email Address _____

Phone Number _____

Address _____

Desired weekly hours:

- Part Time (8-15 hours/wk)
- Full Time (16-25 hours/wk)

Position of interest- Upon hire, employees will agree to all requirements outlined in their positions' job description (s) . Please see attached pages for descriptions/requirements of each position.

Assistant Swim Coach _____ Assistant Dive Coach _____

Previous Experience:

Have you worked at UMSC in the past? Y N For how many years? _____

Other work related experiences:

Reference: Please do not list any relatives.

Name _____ Current Position _____

Phone Number _____ Relationship to Applicant _____

Applicant Signature _____ Date _____



Upper Moreland Swim Club

Assistant Swim Coach

Starting at \$15.00/hr

Job Summary

The Swim Coach will instruct groups or individuals in the fundamentals and techniques of swimming. The Swim Coach will participate in swim team activities and encourage good sportsmanship and athletic distinction. The Swim Coach's direct supervisor is the Head Swim Coach.

Supervisory Responsibilities

This position has no supervisory responsibilities

Minimum Qualifications

- 18 years of age by Memorial Day
- Available for work as required during swim club's summer season
- All work-related forms are completed and provided one month prior to the commencement of club operations
- Completion of Criminal Record Check and a Child Abuse history clearance must be presented with no issues
- Current Red Cross Lifeguard Certification preferred, with copies provided
- Current CPR/First Aid/AED certifications preferred, with copies provided

Physical Demands

- Ability to react to emergency situation with quick movement, strenuous activity and on occasion, assist or lift persons in distress of varying weight with the help of life saving equipment and/or other people
- Ability to remain alert while sitting, standing or walking for prolonged periods of time
- Ability to operate, life and control various pool equipment with or without assistance
- Must be able to carry, pull, push and life equipment necessary for practices and meets
- Ability to lift/carry up to 75lbs, without assistance

Requirements

- Required to have strong swimming skills
- Excellent leadership and motivational skills
- Extensive knowledge of swim strokes and meet process
- Ability to work with other coaches and swimmers
- Excellent communication skills
- Excellent organizational skills and attention to detail
- Must be able to correctly perform all swim strokes used in competition
- Punctual, dependable and accountable
- Applies and demonstration patience, passion and enthusiasm
- Applies good interpersonal and de-escalation skills
- Applies good critical thinking skills
- Makes sound judgment even under time constraints



- Maintains proper physical condition to fulfill all job requirements
- Ability to multi-task
- Highly organized and efficient in completion of assigned duties.

Education and Experience

- Two years of experience as a swim coach or swim instructor preferred
- High school diploma

Duties/Responsibilities

- Educates individuals, groups or teams on the rules, strategies and techniques for swimming
- Provides first aid or emergency care when needed
- Conducts an initial assessment of an athlete's injury or illness, determines whether athlete should be referred to medical, and timely advises the supervisor of incident
- Bandages, tape or applies ice to injured body part as needed
- Travels to all meets and is available as needed for practices
- Plans, organizes, and leads practice session in accordance with the Head Coach Directives
- Trains, encourages, and motivates athletes to prepare them for competitive events
- Teaches safety rules and regulations and ensures they are enforced
- Develops conditioning programs that equip athletes to meet their potential
- Evaluates team members to determine fitness levels and potential
- Assigns positions or roles to athletes based on strengths and weaknesses
- Ensures athletes are using equipment properly and safely
- Identifies strengths and weaknesses of players and modifies coaching strategies accordingly
- Remains current on changes in rules, coaching philosophies, techniques and technologies
- Sets goals along with the head coach for the team and individual swimmer achievements
- Motivates swimmers toward achievement of set goals
- Follows the appropriate swim team strategies to meet the challenge of competitors
- Provides swimming instruction to swimmers during practices and before, during and after an event in order to improve performance
- Assists the head coach with schedules, heat sheets, line-ups
- Attends all swim meets, practices, and planning meetings assigned by the head coach
- Provides reports to the head coach documenting individual swimmer performance as well as any incidents involving behavior and/or accidents
- Performs other related duties as assigned

Tentative Schedule

- Pre-season planning begins mid-May
- Practices begin the Tuesday after Memorial day and continue through the end of July
- Dual meets, invitational and championship meets are scheduled through the end of June through the end of July



Upper Moreland Swim Club

Assistant Dive Coach

Starting at \$15.00/hr

Job Summary

The Dive Coach will instruct groups or individuals in the fundamentals and techniques of diving. The Dive Coach will participate in swim and dive team activities and encourage good sportsmanship and athletic distinction. The Dive Coach's direct supervisor is the Head Dive Coach.

Supervisory Responsibilities

This position has no supervisory responsibilities

Minimum Qualifications

- 18 years of age by Memorial Day
- Available for work as required during swim club's summer season
- All work-related forms are completed and provided one month prior to the commencement of club operations
- Completion of Criminal Record Check and a Child Abuse history clearance must be presented with no issues
- Current Red Cross Lifeguard Certification preferred, with copies provided
- Current CPR/First Aid/AED certifications preferred, with copies provided

Physical Demands

- Ability to react to emergency situation with quick movement, strenuous activity and on occasion, assist or lift persons in distress of varying weight with the help of life saving equipment and/or other people
- Ability to remain alert while sitting, standing or walking for prolonged periods of time
- Ability to operate, life and control various pool equipment with or without assistance
- Must be able to carry, pull, push and life equipment necessary for practices and meets
- Ability to lift/carry up to 75lbs, without assistance

Requirements

- Required to have strong swimming and diving skills
- Excellent leadership and motivational skills
- Extensive knowledge of dive skills and dive meet process
- Ability to work with other coaches and divers
- Excellent communication skills
- Excellent organizational skills and attention to detail
- Must be able to correctly perform all diving techniques used in competition
- Punctual, dependable and accountable
- Applies and demonstration patience, passion and enthusiasm
- Applies good interpersonal and de-escalation skills
- Applies good critical thinking skills



- Makes sound judgment even under time constraints
- Maintains proper physical condition to fulfill all job requirements
- Ability to multi-task
- Highly organized and efficient in completion of assigned duties.

Education and Experience

- Two years of experience as a dive coach or dive instructor preferred
- High school diploma

Duties/Responsibilities

- Educates individuals, groups or teams on the rules, strategies and techniques for diving
- Provides first aid or emergency care when needed
- Conducts an initial assessment of an athlete's injury or illness, determines whether athlete should be referred to medical, and timely advises the supervisor of incident
- Bandages, tape or applies ice to injured body part as needed
- Travels to all meets and is available as needed for practices
- Plans, organizes, and leads practice session in accordance with the Head Coach Directives
- Trains, encourages, and motivates athletes to prepare them for competitive events
- Teaches safety rules and regulations and ensures they are enforced
- Develops conditioning programs that equip athletes to meet their potential
- Evaluates team members to determine fitness levels and potential
- Assigns positions or roles to athletes based on strengths and weaknesses
- Ensures athletes are using equipment properly and safely
- Identifies strengths and weaknesses of players and modifies coaching strategies accordingly
- Remains current on changes in rules, coaching philosophies, techniques and technologies
- Sets goals along with the head coach for the team and individual diver achievements
- Motivates divers toward achievement of set goals
- Follows the appropriate dive team strategies to meet the challenge of competitors
- Provides diving instruction to divers during practices and before, during and after an event in order to improve performance
- Assists the head coach with schedules, heat sheets, line-ups
- Attends all dive meets, practices, and planning meetings assigned by the head coach
- Provides reports to the head coach documenting individual diver performance as well as any incidents involving behavior and/or accidents
- Performs other related duties as assigned

Tentative Schedule

- Pre-season planning begins mid-May
- Practices begin the Tuesday after Memorial day and continue through the end of July
- Dual meets, invitational and championship meets are scheduled through the end of June through the end of July