

Head Coach and Aquatics Director (Seasonal)



Hickory Hill Swim and Tennis Club is looking for a dedicated and enthusiastic Head Swim Coach and Aquatics Director who can lead the competitive and recreational summer swim programs. We are seeking a self-motivated individual with a passion for swimming, who loves to coach, and has great interpersonal skills.

Role Summary: Oversees the day-to-day operation, maintenance, and administration of the pool and its programs. Oversees the training, testing, and certification of staff. Develop and implement various aquatic programs including a competitive swim team and swim lessons. Ensures that all appropriate water health and safety standards are maintained.

Education/Qualifications:

- Bachelor's degree
- 3 years of experience in pool management and operations preferred
- Competitive swim experience desirable
- Experience in aquatic programming specific to competitive swim teams and instructional swim lessons
- Experience in management and supervision of lifeguards, swim coaches and swim instructors
- Trainer level certifications preferred. American Red Cross Lifeguard Instructor Certification, American Red Cross Professional Rescuer CPR/AED Instructor

Job Responsibilities:

- Oversees the maintenance of the Main Pool and Baby Pool, to include chemistry, climate control, cleanliness, and related maintenance. Communicates with the VP of Grounds and VP of Pool as needed.
- Ensures that all appropriate water, environmental, health and safety standards are maintained; ensures pools are compliant with all local, state and national requirements and current on all necessary certifications required for operation.
- Updates safety plan and prepares for annual inspection by the health department.
- Ensures smooth operation of the pool and activities.
- Ensures the safety and well-being of members at the pool.
- Develops, implements, and oversees a variety of aquatics programs for members.
- Assists in interviewing and hiring of new staff with VP of Personnel and VP of Swim.
- Prepares and oversees staff scheduling, including compliance with all applicable laws, rules, and regulations. Verify staff hours with the VP of Personnel bi-weekly.

- Provide leadership to lifeguards, swim coaches, and swim instructors to motivate them to perform to the best of their abilities.
- Coordinate and assign coaching/teaching staff for swim team and swim lessons.
- Ensures that all staff have the appropriate, and current certifications.
- Conducts lifeguard safety training (passive, active, spinal, shallow, deep etc.)
- Oversees Incident Reports - All serious accidents or injuries should be reported to the Board President immediately.
- Provides a safe and supportive environment for swimmers.
- Promote good sportsmanship and a competitive spirit.
- Provides training for competitive athlete development of all levels ranging from seasonal to year round swimmers. Pre-Season and Regular Season.
- Teaches proper stroke techniques at appropriate levels.
- Develops and oversees daily swim team practices and works with all assistant coaches on workouts in the pool and for dryland.
- Handles all swim meet preparation, including coordinating and payment of officials, equipment set-up, line-ups, and clean-up of home swim meets. Communicate with the VP of Swim regarding member volunteer assignments as needed.
- Represent Hickory Hill at all interclub meetings and swim meets.
- Collaborate with assistant coaches on end of season swimmer awards. Purchase trophies and plaques as needed for awards.
- Oversee swim lessons and coordinate/adjust swim level placements.
- Communicate with VP of Swim regarding Swim Team practices, meet schedule, team events, and Swim Lesson schedules.
- Monitor weather for pool closings/openings.

Physical Demands:

While performing the functions of this job, the employee will have daily exposure to outdoor weather conditions, wet or humid conditions, summer sun/heat, and/or inclement weather.

The employee is frequently required to stand, swim, walk and sit. Use hands, reach with hands and arms, climb or balance, stoop, kneel, and/or crouch. The employee must occasionally lift and /or move up to 100 pounds; frequently lift and/or move up to 50 pounds. Specific vision; depth perception; ability to adjust focus.

Reports to: _____ **Works with:**

Board President _____ VP of Swim & VP of Personnel