



Masters Head Coach Job Description

Job Summary:

The Masters Head Coach position is a part-time, year-round position based at College of Marin's Indian Valley Campus pool in Novato, California. The Head Coach is expected to run 4-6 of the 7 practices offered weekly plus occasional administrative duties. The Head Coach reports directly to Warren Lager.

The Head Coach is responsible for conducting the Masters practices, coordinating with assistant coaches, assisting with recruiting & retaining swimmers, motivating swimmers, and promoting a sense of community on the team. The Head Coach must be able to instruct a wide variety of swimmers including those with previous competitive experience, open water swimmers, triathletes and beginners.

Responsibilities:

- Serve as a deck coach for four to six workouts per week
 - Open/close pool area as needed
 - Arrive early to morning practices to uncover pool
- Prepare written workouts in advance (no whiteboard workouts)
- Take attendance of all groups
- Provide swimmers with technical feedback
- Arrive at pool to notify members of any closures, if necessary
- Run racing start certification testing and report results to administrative staff
- Set up a meet schedule
- Possibly attend a small number of meets
- Assist in fundraising
- Participate in communication: web site, newsletters, meet information etc.

Administrative:

- Work with Warren Lager to plan, schedule and staff workouts
- Ensure all team members are registered with USMS Swimming
- Submit swimmer registration forms and fees to administrative staff
- Answer e-mails within 12 hours
- E-mail administrator regularly with any necessary updates

Requirements:

- Competitive swimming coaching experience with a strong knowledge of stroke-mechanics
- Ability to foster social and community activities with adults
- Maintain professional demeanor, provide leadership and exhibit a positive, team-building attitude
- Observe and instruct swimmers in proper stroke technique
- Be able to lift and move heavy pool cover and lane line equipment
- Meet USA Swimming coaches' requirements
 - USA Swimming Background check
 - Athlete Protection Training
 - USA Swimming non-athlete registration
 - CPR/First Aid/Safety Training
 - Foundations of coaching 101 test or Foundations of Coaching DVD based test

Salary and Benefits:

This is a part-time, hourly position. Salary is commensurate with experience. In addition to the hourly salary, The Marin Pirates Swim Team will pay the Head Coach's annual USMS and USA Swimming dues, background check, CPR/First Aid/Safety Training.

Interested candidates should submit a cover letter and résumé to Warren Lager at lagersmith@comcast.net. You may also call him at 415-898-0249 for more information about the position.

The Marin Pirates Swim Team is committed to ensuring a diverse and welcoming environment for all individuals, regardless of race, gender, religion, nationality, ethnicity, sexual orientation, gender identity, physical ability, or disability.