



CAMBERWELL

GRAMMAR SCHOOL

POSITION DESCRIPTION

SWIMMING COACH

CAMBERWELL GRAMMAR SCHOOL POSITION DESCRIPTION

Position:	Swimming Coach
Reports to:	Aquatics Manager
Type of position:	Casual – Monday 3.30pm to 6.30pm essential, with other casual hours when needed
Date prepared:	July 2018

SCHOOL MOTTO

“Spectemur Agendo” which means, “By our deeds may we be known”.

CGS VALUES

Courtesy and Respect, Integrity, Innovation, Adaptability, Commitment, Accountability

POSITION OVERVIEW

The Swimming Coach is responsible for delivering high quality coaching within the Aquatics Program, AGSV Program and the Camberwell PE curriculum. The Swimming Coach will work as part of the Coaching Team within the Aquatic Programs at Camberwell Grammar.

Key Responsibilities

- Work with the Aquatics Manager to deliver high quality programs to the out of hours programs and/or the PE department and/or Sports programs where applicable
- Provide high quality Squad sessions
- Foster a positive training culture and a fun environment
- Work as part of the Coaching Team
- Provide feedback regarding student’s progression to the Aquatics Manager
- Ensure swimmers are progressing through the prescribed level
- Identify swimmers that may be ready to move up a level
- Provide feedback to parents regarding students where applicable

Other Duties

- Perform various other duties as required

KEY RELATIONSHIPS & AUTHORITY

Internal

- Aquatics Manager
- Swimming Performance and Pathways Coach
- Facilities and Operations Manager
- Students
- Families

External

- External clients of the swim school

Direct Reports

NA

Expenditure Authority

- NA

POSITION REQUIREMENTS

Knowledge & Skills

- Exceptional communication skills
- Exceptional Technical knowledge
- Ability to teach swimmers new skills
- Ability to help swimmers refine and master skills
- Ability to help swimmers progress through their levels

Qualifications

- Bronze License Accreditation
- Level 2 First Aid and CPR
- Working with Children Check
- Police Check

Desirable

- Austswim or Australian Equivalent
- Lifeguard

Competencies, Behaviors & Attributes

- Ensure adherence to all School policies, procedures and the organisational goals, values and principles
- Ensure the appropriate care and use of School assets and equipment at all times
- Positively demonstrate CGS's workplace values

Child Safe Standards

Camberwell Grammar School is fully committed to ensuring the safety of all children and young people in our school environment and outside of school hours.

We are committed to ensuring that all those engaged in our school promote the fundamental right of children and young people to be respected and nurtured in a safe school environment.

We have zero tolerance of child abuse and expect all of our staff to:

- Be aware of, understand and comply with the School's Child Safety Policy and Code of Conduct, including the Child Safe Standards, and demonstrate behaviours in accordance with these;
- Complete all required Child Protection training prior to beginning at the School;
- Participate in regular training and professional development in Child Safety;
- Respond according to the School's policies and procedures when interacting with children, taking all allegations and concerns very seriously;
- Be committed to providing a safe environment for all children, promoting physical, emotional and cultural safety.

I, _____ (full name) acknowledge that I have read and understand the **Swimming Coach** POSITION DESCRIPTION

Employee Name (print): _____

Employee Signature: _____ **Date:** _____

This Position Description is approved by:

Manager Name (print): _____

Manager Signature: _____ **Date:** _____

HR Manager Name (print): _____

HR Manager Signature: _____ **Date:** _____