



HEAD COACH

SUMMER PROGRAM

ABOUT THE BLUEBACKS

The Boundary Bay Bluebacks is a summer swim club that promotes the sport of swimming within a safe & enjoyable environment. We encourage swimmers to reach their full potential within the spirit of healthy competition - without ever compromising fun. We are a family-centered club that values open communication and a structured, developmental approach to swimming, to challenge each swimmer to attain their own personal goals.

POSITION SUMMARY

The Head coach will act as liaison between the coaching team and the Board of Directors and report to the Director of Coaching. The Head Coach will seek input from all coaches, but ultimately captain the management of the season's activities, scheduling, and swimmer progress

All Bluebacks coaches are responsible for developing an effective seasonal plan that provides a structured developmental approach to swimming for each swimmer in their group(s), communicates with group parents on a regular basis, supports the overall vision of the club, and is a professional and positive role model at all times. The principal objective of a Bluebacks Coach is to create a fun and inviting learning environment to ensure a positive member experience in keeping with the above.

DUTIES AND RESPONSIBILITIES

Coaching

- Develop and implement seasonal and daily workout plans that are appropriate for your assigned group(s). Record your plans so that they can be evaluated effectively, as required.
- Develop yourself to become a more effective coach, including staying up-to-date with coaching certification, mentoring coaches and participating in clinics and workshops that may be available.
- Coach 1 or 2 swim groups as needed.
- Ensure coverage for other coaches absences as needed • Schedule group coaches and junior coaches.
- Coach all provincial qualifiers up to and including provincials.
- Document, communicate and track progress and best times of your swimmers.
- Create a fun and inviting learning environment to ensure a positive member experience.
- Understand the emergency and safety procedures as prescribed by the management of the facilities that are



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used by the club.

- Demonstrate leadership by treating your swimmers, their parents, and other coaches with professionalism on deck and away from the pool, as well as being an appropriate model for behavior and language while representing the Bluebacks.
- Attend pool “in-services” as required by Delta Parks & Recreation.
- Attend the BCSSA coaching conference at the end of April or any other BCSSA training as required.
- Willing to compete at swim meets.
- Encourage an inclusive, no-bullying atmosphere, with the support of the Board.
- Address and document any swimmer or coach issues or concerns and share with the Director of Coaching.
- Act in accordance with the BCSSA Coaches Code of Ethics .

Meets:

- The Head Coach should be prepared to attend and provide group coaches and swimmers with guidance at a minimum of 5 weekend meets over the course of the season. Meets TBD in collaboration with the Assistant Head coach and Director of Coaching.
- Details of responsibilities at meets should be discussed and agreed upon with the Director of Coaching. These duties will likely include but are not limited to:
 - Responsible for all Meet entries, Scratches and Deck Entries.
 - Coach swimmers at swim meets and ‘time trials’.
 - Have available a list of swimmer’s meet entries and their best times
 - Contribute to regional entries including relays and attend card party
- Help plan and develop time trials and B4 meets.

Social:

- Attend and help plan “Awards Night” in September and present awards, if possible.
- Attend and help plan “meet the coaches” night in April, date TBD.
- Encouraged to attend club social events.
- Plan 1-2 club social events over the summer season.

Communication:

- Create a “Head Coach” write-up for weekly email.
- Maintain questions directed to “head coach” email address: headcoach.bluebacks@gmail.com and respond to communication from board/parents/swimmers within 24 hrs during swim season.



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- Be respectful and open in communication with swim parents, swimmers and other coaches.
- Attend monthly executive meetings and maintain strong communication between coaching staff and Executive throughout the season.
- Hold short informal meetings weekly with the coaching team to review the team's progress.
- Work with coaches to present weekly "Swimmer of the Week" awards.
- Maintain the confidentiality of the coaching team.

Administration:

- Participate in pre-season planning in April as needed.
- Place all swimmers into appropriate training groups, in consultation with the Director of Coaching and adjust throughout the season as necessary.

QUALIFICATIONS AND SKILLS

- CPR-C current
- Experience swimming in a competitive swim club.
- Competitive swim coaching experience.
- Clear criminal record check in Delta if 19 years of age or over.
- Enthusiasm about both swimming and coaching.
- Superior leadership, organizational, communication and team building skills.
 - NCCP (preferred) and NLS (mandatory) certifications .

New Applicants and previous Bluebacks coaches please submit:

- Resume and cover letter (explaining why you want to be the Bluebacks assistant head coach and how you are qualified)
- A one hour practice plan (include dryland) for a swim group you can see yourself coaching

Please submit your application to the Director of coaching at bluebackskoaches@gmail.com

Application Deadline February 3rd, 2023