



The Port Moody Aquarians Summer Swim Club Lead Coach Job Description

The Port Moody Aquarians are pleased to announce that we are seeking a qualified Lead Coach to join our Summer Swim Club for the 2025 season. Details of the positions are set out below.

- Assists Head in delivery of swim practices and club activities.
- Stays up to date with coaching certifications (NL pool option, First Aid with CPR C/AED) and participates in clinics and workshops that are available (i.e. BCSSA Coaching Conference etc.,)
- Is a positive role model for the swimmers of PMA by adhering to the values of the club
- Act in accordance with the BCSSA Coaches Code of Ethics
- Supports the club vision as presented by the Executive Board, Head Coach and Coaching Team
- Demonstrates professionalism by treating swimmers, families and other coaches with respect on and away from the pool deck
- Fosters a fun, energetic, positive and psychologically safe environment
- Demonstrates leadership, mentoring and provides guidance to the Support, Junior and Volunteer coaching team and to the swimmers

Practices

- Maintains water safety, pool rules and regulations while conducting training sessions in rented pools
- Attends ALL assigned group practices including clinics (potentially 5-8 practices/week dependent on group)
- Develops and delivers group training sessions (runs workouts, encourages swimmer goals setting etc.)
- Supervise the use, safety, and storage of PMA equipment
- Arrive to practice in time to set-up training equipment and stays to put away and store equipment after the sessions
- Writes practice plans for assigned groups ahead of time
 - If sick practice plans are ready to be passed to someone else

Swim Meets

- Attends all meets (including away meet) unless otherwise determined by the Head Coach or Executive Board (exceptions may be may negotiated at initial contract signing)
- Ensure that PMA swimmers are supervised during warm-ups
- Engages with swimmers and families through the meet
- Forward assigned groups meet entries to HC on or before time requested
- Ensures ribbons and awards (including relay ribbons) are given to participating swimmers within one week after meeting completion (or receiving them)
- Document, communicate and track progress and best times of swimmers

Other

- Participates in all Challenge Week and other club team bonding/social activities ○ Supports Head Coach with development of Clinic and Challenge Week activities

Communication

- Communicates regularly and effectively with swimmers, coaches, parents and Executive Board ● Is available to answer questions from swimmers, parents and Executive Board before/after group practices
 - Takes time to talk with parents and swimmers during meets when their swimmers are not in the water
 - Submits newsletter entry with swimmer of the week to head coach before 1 pm on Mondays
 - Posts to Social Media as per communication plan
- Attends coaching meetings as requested by the Head Coach
- Actively communicates through verbal and/or written means any swimmer or coaching issues or concerns and communicated with the Head Coach, Swim Director and/or Vice-President as issues or concerns arise.

Wage: salary, TBD

Swim Group: leads dedicate swim group

Perks: welcome to swim at any PMA attended swim meets; fees will be paid for by PMA.

Apply via email our VP at vicepresident@portmoodyaquarians.ca

