



ASSISTANT 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 principal objective of the Assistant Head Coach is to support the Head Coach, as a part of the leadership team, and create a fun and inviting learning environment to ensure a positive member experience in keeping with the above.

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 staff and the club, and is a professional and positive role model at all times. The principal objective of the 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 as required.
- Develop yourself to become a more effective coach, including staying up-to-date with coaching certification, accepting mentorship from the Head Coach, acting as a mentor to other coaches, and participating in clinics and workshops that may be available.
- Coach 1 or 2 swim groups.
- Schedule volunteer 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 BCSSA coaching conference at the end of April and 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 bring them forward to the Head Coach or Director of Coaching.
- Act in accordance with the BCSSA Coaches Code of Ethics.

Meets:

- The Assistant 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 Head coach and Director of Coaching.
- Details of responsibilities at meets should be discussed and agreed upon with the Head coach and Director of Coaching. These duties will likely include but are not limited to:
- Ensuring meet entries are correctly submitted.
- Coaches swimmers at swim meets and ‘time trials’ (this includes all swimmers not just from the coach’s “regular groups”).
- Have available a list of swimmer’s meet entries and their best times
- Contributing to regional entries including relays
- Help run and coordinate time trials in May
- Responsible for the development of relay teams with the goal of trying to build (when possible) competitive relay teams for Regionals

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.
- With the Head Coach, plan 1-2 club social events over the summer season.



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Communication:

- Add Assistant Head Coach write-up for weekly email.
- Be respectful and open in communication with swim parents, swimmers and other coaches.
- Attend weekly short informal meetings 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.
- Create, manage and disseminate weekly club newsletter

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.
 - NLS, NCCP, WSI or other certifications pertaining to coaching.
- The salaried rate for this position will be \$10000 - \$12000 (final amount to be determined based on qualifications and experience) for the season.

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](#)