



**Job Description:**  
Assistant Head Coach  
Sept 2018

Located on the southern tip of Vancouver Island, the Oak Bay Orcas (OBO) swim club was founded in 1997 by a mom who wanted her kids to swim regularly in a fun and friendly club environment. We currently have 100+ swimmers registered who attend swim practices at Crystal Pool & Oak Bay Recreation Center. OBO is currently recruiting an Assistant Head Coach for the 2019 summer season.

**Term:** May 1<sup>st</sup>, 2019 to August 18<sup>th</sup>, 2019 (Sunday of Provincial Swim Meet)

**Pay:** Competitive salary based on knowledge & experience, travel allowance provided, possible billeting option available

**Application Deadline:** January 30<sup>th</sup>, 2019

### **Job Overview**

Be a positive role model to swimmers of OBO by adhering to the values of the Club, Head Coach & Executive. Reflecting these values during practice sessions, meet competitions and providing an engaging and appropriate learning environment while striving to be an active leader to swimmers. Responsible for assisting the Head Coach in development of various levels of swimmer(s), provide feedback to Jr. & Volunteer coaches and continue development of “Mini Pod” program. In the absence of the club’s Head Coach, Assistant will lead practice sessions, summer competitions and attend Board Meetings.

### **Duties & Responsibilities**

- Promote positive interactions with swimmers, coaches & club members
- Have a good understanding of competitive swimming
- Ability to take direction from Head Coach & feedback provided by other coaching staff/volunteers & the Executive
- With direction of Head Coach, coordinate, supervise, instruct and coach swimmers at scheduled training sessions and competitions
- Assist in preparation of annual club swimming plan
- Assist in development and implementation of individual swimmer performance plans
- Assist in planning & implementation of a training & practice plan to include stroke, turn and block start clinics
- Provide performance input to Head Coach for swimmers & volunteers semi-annual performance evaluations
- Maintain communications relevant to coaching committee including, but not limited to, volunteer hours and attendance records
- To organize & participate in team bonding activities to enhance a positive club culture
- Committed to all practices, competitions and club/swimmer activities for training & summer competition season
- Attend meetings as requested by Head Coach
- Any other position related requests by employer

### **Desired Skills & Qualifications**

- First Aid & CPR - C
- NCCP Coaching 101, WSI, NLS preferred
- Previous competitive swimming experience
- Minimum one-year Jr./Volunteer Coach experience
- Clear criminal record check with vulnerable sector
- Be positive, energetic, punctual and able to work in a busy & fast paced environment
- Have strong leadership skills, be organized and able to communicate effectively
- Valid BC drivers licence

Preference will be given to full-time status students, please apply in confidence by emailing your resume to our Head Coach: Galen Rohon O’Halloran ~ [galen.rohon@gmail.com](mailto:galen.rohon@gmail.com)