

Prif Hyfforddwr Nofio / Head Swimming Coach

Grade 07 SCP 29 – 33
(£28,311 - £31,990) plus benefits

37 hours – Full time

Newport LIVE is looking to recruit an ambitious Head Swimming Coach with the vision and drive to lead the delivery of a high-quality performance coaching environment for competitive swimmers. The post is responsible for leading the Newport Live and City of Newport Swimming and Water Polo Club squad programmes, ensuring a standard of delivery, commitment and infrastructure are representative of a Swim Wales Performance programme.

The successful candidate must have the desire and ambition of achieving excellence and maximising the talent of swimmers, coaches and volunteers. The successful candidate should have experience of leading, implementing and monitoring effective training schedules aligned to individual athlete need and competition schedules for swimmers of club and national level.

The successful candidate will lead the coaching team in developing and delivering our successful squad swimming programme at Newport Live venues, in addition to working with City of Newport Swimming and Water Polo Club to ensure competitive opportunities are available for all swimmers.

The post is exempt from the Rehabilitation of Offenders Act (1974) and is subject to a successful Disclosing and Barring Service (DBS) check.

For an informal discussion about the post please contact Newport Live enquiries on 01633 656757 and ask to speak with Richard Dale, Head of Business Development, or email richard.dale@newportlive.co.uk

Application Process

You can download an application form and job description via the Newport LIVE website www.newportlive.co.uk alternatively they are available via e-mail request from jobs@newportlive.co.uk

Please return the completed application forms to jobs@newportlive.co.uk

Closing date for applications: 2nd July 2022

Interviews will be held on: week commencing 11 July 2022

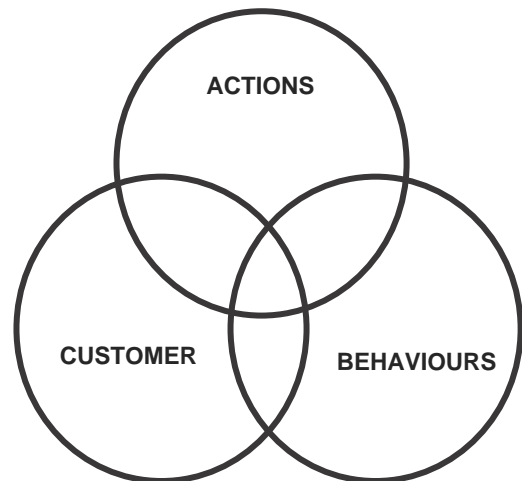
JOB DESCRIPTION

POST:	Head Swimming Coach
JOB PURPOSE:	To lead the competitive element of Newport Live swimming squad programme, responsible for setting, maintaining and delivering a culture of high-performance swimming for junior to elite level swimmers.
RESPONSIBLE TO:	Head of Business Development – Interim
SALARY:	Grade 07 SCP 29 – 33 (£28,311 - £31,990)
KEY RELATIONSHIPS:	Aquatics Manager, City of Newport Swimming & Water Polo Club, Swim Wales, Business Development Team, Customer Services Team, Operations and Club Members.
BASE LOCATION:	Head Office: The Regional Pool & Tennis Centre, requirement to work at all Newport Live facilities, as necessary
MANAGEMENT RESPONSIBILITY:	Coaches and Volunteer Coaches

I will be successful in my role when:

- All my key operational responsibilities are consistently delivered to a high standard.
- I achieve all key performance indicators specific to my role.
- I role model the behavioural values of Newport Live through my performance.
- I work collaboratively across departments and service areas to deliver exceptional customer service to Newport Live's customers.
- Through my performance and passion, I inspire people to be happier and healthier.

HOW MY PERFORMANCE IS MEASURED



DISCLOSURE AND BARRING:

This post may result in you having contact with children, the elderly, sick or disabled. Newport Live, therefore, requires that by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, the Children's Act 1989 and/or the Police Act 1997, you reveal any criminal convictions, bind over orders or cautions, including those this would normally be regarded as spent. You must complete the relevant section on the application form, applications will be returned if this section is incomplete. If successful in your application, you will subject to a Disclosure and barring check.

THE ROLE & RESPONSIBILITIES:

- 1** To lead and champion a positive culture and performance environment that supports the holistic development of swimmers enabling them to thrive as athletes. Actively promote a strong team ethos across the squad swimmers, championing coaching behaviours, performance standards, athlete behaviours and club culture.
- 2** Provide leadership and mentorship to support the professional development of coaches to ensure the highest standards of delivery across the squad programme.
- 3** Lead the effective day to day running of the swimming squads programme, including detailed programme planning for all squads. Ensure all coaches and squads are aligned to individual long-term athlete development plans, competition calendar and associated competition programmes.
- 4** To have overall responsibility for establishing and maintaining the coaching vision and strategy at the City of Newport Swimming and Water Polo Club as a performance programme.
- 5** Lead the design, management, and implementation of a comprehensive coaching programme, concentrating on swimming skills development, performance targets, sports science, and swimmer education.
- 6** Develop, monitor and review clear performance objectives on an annual basis (or sooner if required) that focus on the development of athletes capable of success at regional, Welsh National and British National level, and gaining representative honours on Swim Wales National Programme squads and British Junior teams.
- 7** Deliver National standard, coaching for one or more of the squad groups. This will include individualised athlete plans, setting and agreeing performance targets, process goals and coaching swimmers of all strokes and distances.
- 8** Manage the implementation of land-based training that focuses of individualised strength and conditioning requirements for swimmers that is complementary to pool-based training with direct supervision of gym sessions if required.
- 9** Create an open and innovative learning environment for all aquatics staff, providing CPD opportunities, technical input, or guidance, working collaboratively to identify talented swimmers and drive holistic coach and athlete development.
- 10** Proactively engage within the Learn to Swim programme to identify talented swimmers, working with swimming teachers, parents/carers to progress identified individuals through the pathway into competitive swimming.
- 11** To lead conjunction with the coaching team, City of Newport Swimming and Water Polo Club, and Swim Wales, ensure swimmers are identified and matched to the right training environment for their individual requirements, this will include identification and selection into the squad programme and any subsequent promotion/ demotion required.
- 12** Develop and implement in partnerships with City of Newport Swimming and Water Polo Club and coaching team a 12-month competition, camp and clinic schedule to meet the needs of all swimmers, encourage swimmers to participate in appropriate competitions; select (or contribute to selection of) swimmers for team events; attend competitions to support swimmers and give feedback on performance, garner team spirit and be a positive representative of the Club.

- 13 Strive to become a member of the Swim Wales National Coach Development programme, whereby committing to attending to the programme and associated CPD requirements directed by Swim Wales.
 - 14 Establish, develop and maintain an effective partnership with the Swim Wales Performance Team through attendance at technical panel meetings, CPD and ensuring compliance with the Newport Live / Swim Wales Performance agreement, including commitment to the Swim Wales National Coach Development programmes.
 - 15
 - 16 To oversee and be accountable for overall swimmer and squad selection in relation to competitive events while working in partnership with the coaching team and City of Newport Swimming and Water Polo Club to ensure full representation.
 - 17 To communicate proactively effectively with swimmers, coaches, parents and carers to provide feedback, relation to performance, behaviours and progression in line with agreed athlete code of conduct and performance targets including partners such as City of Newport Swimming and Water Polo Club committee, Newport Live and Swim Wales.
 - 18 To attend and engage in all City of Newport Swimming and Water Polo Club committee meetings, providing programme updates and drive the mission and values of the club to foster a high performance environment both in and out of the pool for all members.
 - 19 Work closely with City of Newport Swimming and Water Polo Club to utilise, deploy and develop Volunteers, using their individual skills and knowledge to maximise the performance of the programme and swimmers.
 - 20 To achieve, monitor and review key performance targets for the Integrated Swimming Programme, preparing and presenting reports on performance outcomes to Newport Live, City of Newport Swimming and Water Polo Club and Swim Wales.
 - 19 Effectively manage all administrative functions in relation to the squad programme, this would include but not limited to accurate programme recording, meet entries and liaising with customer services to ensure the correct allocation of membership.
 - 20 To manage the swimming squad budget and be accountable for the commercial performance of the programme. Ensure the effective use of Pool space to maximise utilisation and adjust accordingly
 - 21 Effectively manage all administrative functions in relation to the squad programme, this would include but not limited to accurate monthly programme recording, meet entries and liaising with customer services to ensure the correct allocation of squad membership and utilisation.
- Ensure all training programmes are operated in accordance with Newport Live and governing body (Swim Wales) guidelines.

The person undertaking this role is expected to work within the policies, ethos and aims of Newport Live and to carry out such other duties as may reasonably be assigned by the Chief Executive of Newport Live. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed. The post holder will work to deliver agreed performance objectives; these will be reviewed on a regular and formal basis through Newport Live performance management processes.

HEAD SWIMMING COACH – PERSON SPECIFICATION

Area	Essential	Desirable
Qualifications	<p>1.1 Qualified to a minimum of a UKCC Level 3 Swim Coach or equivalent international qualification (A/C)</p> <p>1.2 UKAD Clean Coach certification (A/C)</p> <p>1.3 UKC Safeguarding certification or equivalent (A/C)</p>	<p>1.4 A sports specific degree or equivalent (A/C)</p> <p>1.5 Evidence of commitment to appropriate Professional Development (A/C)</p> <p>1.6 Up to date first aid qualification (A/C)</p>
Knowledge, Skills & Competencies	<p>2.1 Proven technical and applied sports science knowledge relating to competitive swimming (A/I)</p> <p>2.2 Proven knowledge and experience of coaching competitive swimming at Youth, Age Group, Regional and National level, to include knowledge of performance pathways and talent identification. (A/I)</p> <p>2.3 Knowledge and understanding of Child Protection policies and procedures. (A/I)</p> <p>2.4 Ability to coach swimmers in a performance environment, to improve individual technical skills and develop individual training programmes. (A/I)</p> <p>2.5 Ability to communicate effectively, both verbally and in writing (A/I/T)</p> <p>2.6 Ability to set priorities, plan the process of work and manage competing demands on time. (I)</p> <p>2.7 Ability to lead and motivate athletes, coaches and volunteers, whilst being able work on own initiative and as part of a team. (I/T)</p> <p>2.8 Excellent Time Management (I)</p>	<p>2.9 Practical knowledge/experience of the Swim Wales National Plan for Teaching Swimming (A/I)</p> <p>2.10 Knowledge of Swim Wales policy and procedures (A/I)</p>
Experience	<p>3.1 A minimum of four years' coaching experience of working within competitive swimming at Club, Regional or National level. (A/I)</p> <p>3.2 Experience in the development and implementation of plans, training programmes and the assessment of swimmer performance. (A/I)</p>	<p>3.6 Experience of using sports science tools to enhance the performance of athletes and coaches. (A/I)</p> <p>3.7 Working with National Governing Bodies and within the field of Swimming Development. (I)</p> <p>3.8 Working with people with a disability in a sporting programme. (A)</p>

	<p>3.3 Working with volunteer coaches and committee members within a club environment. (A/I)</p> <p>3.4 Preparing and presenting performance reports to key partners. (A/I)</p> <p>3.5 Proven track record of programme development within a large competitive swimming programme, delivering measurable outcomes and results. (A/I)</p>	<p>3.9 Experience of coaching on a National Squad Programme and/or involvement in a National Coach Development Programme. (A/I)</p>
Personal Attributes	<p>4.1 Proven ability to work in a leadership role and display the required leadership skills (I)</p> <p>4.2 Self-motivated and driven to succeed (I)</p> <p>4.3 Patience and understanding whilst working with swimmers and volunteers (I/T)</p> <p>4.4 Commitment to continuous professional development (A/I)</p>	
Other	<p>5.1 The ability to work flexible working patterns including split days and weekends (I)</p> <p>5.2 A full driving licence with Business Class insurance (A/I)</p>	

Method of assessment (* M.O.A.)

A: Application form (including shortlisting)

C: Certificate

E: Exercise

I: Interview

P: Presentation

T: Test

AC: Assessment Centre