



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA of AUSTIN Assistant Swim Coach JOB DESCRIPTION

Job Title: **Assistant Swim Coach**

Job Code: XXXX

FLSA Status: Non-exempt

Job Grade: XX

Reports to: Aquatics Director

Revision Date: 07/16/2024

Leadership Level: Leader

Primary Function/Department: Aquatics

POSITION SUMMARY:

Under the direction of the Aquatics/Operations Director, promote all aquatic and Health & Safety Programs, maintain proper health and safety standards, assist in conducting swim practices. The assistant coach leads swimmers through a workout, hold swimmers accountable for personal goals, and keep the program value and mission centered. The Assistant Coach will assist during swim meets and work to build confidence in all levels of swimmers.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Instructs swimming lessons/swim team in accordance with YMCA guidelines, having prepared plans accordingly, and supports members and program participants in achieving their goals.
2. Develops and maintains positive relationships with volunteers, members or program participants, and colleagues at all levels of the organization; helps participants and families connect with each other and the YMCA; and encourages parent or caregiver involvement.
3. Conveys information on aquatics programs and schedules and as appropriate refers program participants and families to other programs.
4. Maintains records as required (e.g., attendance, progress reports).
5. Follows all YMCA policies, rules, regulations and procedures, including emergency and safety procedures. Completes incident and accident reports as necessary.
6. Remains current in the field through certifications and training.
7. Organizes and puts away needed class equipment. Reports damaged equipment.
8. Trains and supervises class aides as assigned.

LEADERSHIP COMPETENCIES:

- Collaboration
- Developing Self & Others



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QUALIFICATIONS:

- Water Safety Instructor certification, or equivalent.
- CPR for the Professional Rescuer, AED, and Basic First Aid certifications required within 60 days of hire.
- Child Abuse Prevention training within 30 days of hire.
- New Employee orientation within 90 days of hire.
- Must be able to demonstrate swim instructor skills in accordance with YMCA standards.
- At least 18 years of age.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Ability to instruct and observe participants in proper stroke techniques.
- Ability to lift equipment, and to lift a small to average size child.