



POSITION TITLE	Head Swim Coach
CLASS	Part-Time
PAY TYPE	Non-Exempt
PAY GRADE	50
PAY RANGE	\$19.00 - \$30.00
SUPERVISOR	Recreation Supervisor Aquatics

WHY WORK FOR THE FRASER VALLEY METROPOLITAN RECREATION DISTRICT?

The Fraser Valley is situated in a high mountain park and surrounded by the Arapaho National Forest and several wilderness areas. Home to Winter Park Resort, a world-renowned ski resort, the Fraser Valley offers a variety of winter activities and our idyllic summer climate is a haven for outdoor enthusiasts. The FVMRD has established an outstanding reputation for quality recreation and excellent customer service, creating amazing experiences for our residents and guests every day. We invite you to join our team!

GENERAL STATEMENT OF DUTIES:

The Head Swim Coach for FVMRD's Peak Swim Team is responsible for the leadership, direction, and development of the swim team program, providing a safe, positive, and inclusive environment for swimmers of all levels. This position oversees assistant coaches and volunteers, manages practice and competition schedules, fosters athlete development, and ensures compliance with all governing bodies and facility policies.

ESSENTIAL JOB FUNCTIONS: The following examples are meant to be illustrative only and are not intended to be all inclusive. FVMRD reserves the right to modify the essential functions of this job at any time.

- Plan, organize, and lead all swim team practices, ensuring appropriate instruction and training based on swimmer age and ability.
- Design seasonal training programs that promote skill development, endurance, and competitive performance.
- Supervise and mentor assistant coaches, providing clear direction, regular feedback, and training as needed.
- Coordinate and attend swim meets, including registration, logistics, team communication, and on-deck coaching.
- Foster a team culture that values sportsmanship, respect, discipline, and goal setting.
- Communicate effectively with parents, swimmers, staff, guest services, and supervisors regarding team updates, schedules, policies, and progress.
- Maintain swimmer records, attendance, and meet results; monitor progress and provide regular feedback to athletes.
- Ensure all safety protocols and emergency procedures are always followed.
- Assist Aquatics Supervisor in recruitment and retention of swimmers and assistant coaching staff.
- Collaborate with Aquatics Supervisor to develop program goals, budget needs, and equipment purchases.
- Promote the swim program in the community and assist with marketing and outreach as needed.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Strong leadership, organizational, and communication skills.
- Ability to motivate and positively engage swimmers of all ages and skill levels.
- Knowledge of TeamUnify or other swim team management software preferred.
- Background in swimmer development, including dryland training and goal setting.
- Participate in promotional opportunities, staff training, and meetings as required.
- Perform other related duties as necessary.

EDUCATION, TRAINING, AND EXPERIENCE:

- Must be at least 21 years of age.
- Minimum of 2 years of coaching experience, preferably with competitive swim teams.
- Experience managing assistant and volunteer coaches and program logistics.
- Current certifications in CPR/AED, First Aid (Lifeguard Training or Safety Training for Swim Coaches preferred).
- USA Swimming Coach certification (or ability to obtain within 30 days).
- Previous competitive swimming experience preferred.

Work Environment: Work is performed in an indoor aquatics facility and may include periods of high activity. The noise level in the facility is consistently loud, and the air temperature is warm and humid. While performing the duties of this position, the employee occasionally works near moving mechanical parts and pool mechanical systems. The employee may occasionally be exposed to wet and dry conditions, fumes, and toxic or caustic chemicals. Employees will be required to read safety data sheets and understand all safety precautions when handling chemicals or hazardous cleaning materials.

Physical Requirements: While performing the duties of this position the employee is required to walk, stand, sit, talk, hear, and see. The employee is occasionally required to climb, balance, stoop, kneel, crouch, and crawl. The employee must occasionally lift and/or move up to 50 pounds. The employee is required to be able to identify and evaluate field emergencies and to respond physically to those emergencies quickly and appropriately.

The FVMRD is customer service oriented and committed to hiring individuals who respond effectively to citizen needs and concerns.

EQUAL OPPORTUNITY EMPLOYER

Employee Name

Employee Signature

Date