

Terms of Reference for Swimming Coach

Introduction:

Bhutan Aquatics Federation (BAF) is seeking to recruit two dedicated and experienced swimming coaches to promote swimming programs at the newly constructed swimming pool.

Responsibilities:

Swimming Coaching Responsibilities:

- Designing and implementing comprehensive swimming coaching programs tailored to different age groups and skill levels, including children, teenagers, adults, and seniors.
- Conducting group and individual coaching sessions to improve swimming techniques, strokes, breathing, and overall performance.
- Conducting regular assessments of the coaching program and adjust plans accordingly.
- Evaluating swimmers' progress regularly and providing constructive feedback for improvement.
- Creating a supportive and encouraging environment to motivate swimmers to achieve their goals and foster a passion for swimming.
- Organizing and supervising swimming competitions, events, and demonstrations to showcase swimmers' abilities and encourage participation.
- Ensuring the safety of all swimmers during practice sessions and events by adhering to established safety protocols and emergency procedures.

Facility Management Responsibilities:

- Overseeing the day-to-day operations of the facility, including scheduling, maintenance, and cleanliness.
- Managing the allocation of pool space and resources for various activities, such as swimming lessons, recreational swimming, and aquatic fitness classes.
- Supervising other staff members to ensure smooth operation and adherence to safety guidelines.
- Addressing any issues or concerns raised by pool users promptly and professionally, and taking appropriate action to resolve them.
- Collaborating with relevant stakeholders, such as local authorities, community organizations, and maintenance personnel, to maintain the facility's standards and compliance with regulations.
- Implementing strategies to promote the public pool and increase participation in swimming programs and activities.
- Design programs and activities for revenue generation.
- Monitoring budgetary expenditures and revenue generation to ensure financial sustainability of the facility.

Cross-Functional Responsibilities:

- Maintaining open communication channels with swimmers, parents, staff, and management to address any needs or concerns effectively.
- Participating in staff meetings, training sessions, and professional development opportunities to enhance coaching skills and stay updated on industry best practices.
- Collaborating with other departments or programs within the organization to facilitate cross-promotion and integration of services.
- Contributing to the overall mission and goals of the public pool facility by demonstrating leadership, teamwork, and a commitment to excellence.

Qualifications:

The ideal candidates should possess:

- Minimum qualification of completion of class XII, with preference given to candidates holding a degree
- Coaching certification from FINA/World Aquatics or equivalent qualification.
- Prior coaching experience in swimming
- Proficiency in stroke techniques, training methodologies, and sports science principles.
- Strong communication and interpersonal skills to effectively interact with athletes, parents, and fellow coaches.
- Ability to work collaboratively in a team environment and adapt to the needs of diverse swimmers.
- Passion for the sport of swimming and a commitment to the development of athletes.
- Willingness to work flexible hours

Duration and Remuneration:

- The initial internship will be for a period of up to 6 months, with the possibility of full time employment based on performance and recommendations from the supervisor.
- Internship remuneration: Nu.10,000 per month.

Application Process:

Interested candidates are invited to submit their CV, along with a cover letter outlining their coaching philosophy and relevant experience, to Bhutan Aquatic Office at BOC HQ by 24th of April, 2024.

Selection Process:

Shortlisted candidates will be contacted for interviews and may be required to undergo practical assessments to demonstrate their coaching abilities.