

RichmondSwims

Assistant Swim Coach Richmond Plunge Masters (RPM)

Job Description

The Assistant Swim Coach (Coach) position is a part-time, year-round position, based at the historic Richmond Plunge (indoor pool), in Point Richmond, CA. The Coach reports directly to the Richmond Swims Board of Directors (Board). Richmond Plunge Masters is a US Masters Swimming club.

The Coach should be an experienced coach and swimmer, preferably with experience working with adults. The Coach serves as a motivational figure that inspires high morale, encourages recruitment of new members, builds club cohesiveness, communicates effectively, and provides positive reinforcement. The Coach is able to work with all levels of swimmers from beginners to former college swimmers, and have experience working with the needs of aging swimmers.

Current shift openings: Monday/Wednesday 6-7 pm, Saturday 8-9:30 am, other shifts may become available at a later date, also need regular substitute coaches

Duties and Responsibilities

Specific responsibilities and expectations include, but are not limited to:

- **Serve** as deck coach (see schedule below)
- **Prepare** workouts.
- **Align** to a training cycle that takes into consideration the varying levels of commitment and goals of fitness and competitive swimmers, as well as open water/triathletes.
- **Provide** technical feedback to swimmers.
- **Communicate** that all practice changes, pool closures, upcoming activities, and competitions are communicated to swimmers by email and at each workout.
- **Foster** a welcoming environment for new swimmers, with the goal of retaining swimmers who come to RPM for a free trial practice. Encourage club participation.
- **Support** swimmers going to meets (adjusting workouts for a taper, starts practice, etc), plan to attend a small number of meets.
- **Assist** with monthly stroke clinics.
- **Take** water samples, as needed.
- **Assist** with community outreach and fundraising as needed.

Administrative:

- **Assist** with planning, scheduling, and staffing periodic swim events or clinics.
- **Support** the Swimming Saves Lives adult lesson program.
- **Provide** a monthly coaching report to the Board.
- **Work** with the Board to implement policies and procedures.
- **Oversee** RPM equipment and property needs
- **Keep** attendance records and ensure all club members are registered with USMS.
- **Submit** regular and accurate timecards and expense reports.
- **Keep** current on all required training and certification for RPM and USMS.
- **Other** duties as required.

Certifications: Current Red Cross Lifeguard certification, CPR/First Aid, preferred
Masters Coach Level 1 & 2 (or equivalent), preferred

Compensation: depends on experience.

Send resume and cover letter to: Karen@richmondswims.org

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Current Workout Schedule:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	6-7 am		6-7 am		8-9:30 am
12-1 pm	12-1 pm	12-1 pm	12-1pm	12-1pm	
6-7 pm		6-7 pm			