



Position Title: Tosa Aquatic Club Assistant Coach

Department / Location: Recreation Department

Job Classification: Part-Time

Reports to: Tosa Aquatic Club Head Coach & Recreation Program Coordinator

Supervises: N/A

Position Summary: The Tosa Aquatic Club Assistant Coach is a part time position responsible for following the directives of the Head Coach and providing a safe positive environment for the swimmers. Tosa Aquatic Club (USA Competitive Swim Team) is based in Wauwatosa, WI, a suburb of Milwaukee. This position requires solid leadership, but more importantly, a dedication to coaching swimmers to reach their full potential. A successful candidate will possess a high degree of patience, dependability and a strong commitment to communication with Recreation Program Coordinator, Head Coach, parent board, swimmers and parents.

Qualifications:

- Must possess current Red Cross Lifeguarding certification. Water Safety Instructor (W.S.I.) certification or equivalent experience/training preferred (instructor is responsible for updating and keeping certification current). Able to obtain Safety Training for Swim Coaches, and USA certification within 60 days of hire, or show proof that it has been completed, and maintain USA Coaching certifications and standards. Must also be able to pass the USA Swimming background check and Wauwatosa School District background check prior to final hire.
- Must complete USA Swimming's Non-Athlete Membership Registration
- Must complete USA Swimming's Foundations of Coaching 101 within the first year and Foundations of Coaching 201 during their second year of coaching. If completed with another team, will need to provide proof.
- Must complete USA Swimming's Concussion Protocol Training within 30 days of hire.
- Must complete the Safety Training for Swim Coaches online course, test, and in-water skill session (skill session satisfied with lifeguard certification).
- Pass a criminal background check every 24 months
- Must complete the online Athlete Protection Training course annually.
- 1 year of coaching background, preferred; Club coaching experience desired.
- Have a passion for competitive swimming, enthusiasm for working with young athletes, and be able to coach and motivate swimmers with a positive approach.
- Available for at least 2-4 weeknight practices (and potentially morning practices added to the schedule during the summer).
- Available to coach weekend club designated meets as assigned by Head Coach.
- Knowledge of Team Unify a plus.

Essential Job Functions:

- Develop daily practices and conduct practices, with potential review by Head Coach.
- Work with Head Coach to develop daily workout schedules – conduct daily practices; proven ability to write/modify practices for various levels of ability, a plus
- Work with Head Coach to develop daily practice plans and seasonal plans; encourage coaches to write their own practices with guidance from Head Coach.



- Have a strong knowledge of stroke and swimming technique.
- Help with stroke clinics.
- Encourage swimmers to participate in USA swimming sanctioned swim meets and assist parents in determining which events would be appropriate for their child to swim.
- Develop a method, along with the Head Coach, for setting goals for the team and individual swimmers.
- Enforce rules of conduct for practices and at swim meets (this includes in the pool, locker rooms and general school areas)
- Communicate with parents and swimmers (check ins, feedback, concerns, etc)

Physical Requirements:

- The employee must be able to complete all physical requirements of the job with or without a reasonable accommodation. Physical requirements will include sitting, standing, walking, lifting, carrying, reaching, pushing, pulling.

By signing this job description, I acknowledge that I have read and understand the duties, qualifications and requirements of the position. My signature further attests that I am able to perform the essential functions of this position with or without a reasonable accommodation. I understand that this job description does not represent a contract of employment and that the Wauwatosa School District reserves the right to change duties, responsibilities or activities with or without notice.

Employee Signature

Date Signed