

**NORTH TYNESIDE COUNCIL**  
**Job outline**

**Ref:DE000829**

<b>Directorate</b>	<b>Community Services</b>
<b>Section/Location</b>	<b>Sports Development</b>
<b>Post Title</b>	<b>Swim Development Coach</b>
<b>Permanent/Temp</b>	<b>Permanent</b>
<b>Grade</b>	<b>7</b>
<b>Responsible to</b>	<b>Sports Development Manager</b>
<b>Responsible for</b>	<b>Casual coaches and instructors required to deliver the service</b>
<b>Job Purpose</b>	
To be responsible for planning and delivering a co-ordinated programme of swimming activity to provide quality coaching/teaching in a friendly and professional environment.	
<b>Job Content</b>	
<ul style="list-style-type: none"> <li>• Predominantly coach/teach outside of curriculum time, to develop core movement skills (LTAD principles) with a particular focus on national level swimming.</li> <li>• Retain young people in sport by ensuring a high-quality, enjoyable, young-person-centred experience and providing guidance on progression opportunities based on the swimmers interests and abilities.</li> <li>• To develop structured links between North Tyneside Council, local swimming clubs and schools.</li> <li>• Develop partnerships with the relevant key organisations.</li> <li>• To develop a Borough Swimming Squad as part of the North Tyneside "Swim Together" partnership.</li> <li>• Mentor and guide volunteer coaches where appropriate.</li> <li>• Prepare and deliver coaching sessions in consultation with the North Tyneside "Swim Together" partnership &amp; the ASA.</li> <li>• Provide a quarterly progress report to the North Tyneside Swim Together Partnership regarding the swimming activities.</li> <li>• Complete all relevant KPI's.</li> <li>• Work with designated target groups within North Tyneside.</li> <li>• Operate in accordance with national minimum standards for Teacher/coaches. Activities in accordance with the ASA guidelines.</li> <li>• Be aware and comply with all relevant Health and Safety regulations and work procedures as highlighted by your line manager.</li> <li>• Adhere to ASA 'Code of Ethics and Conduct for Sports Coaches', Equity &amp; Child Protection Policies.</li> <li>• Assist in the delivery of the Swimming Development Strategy</li> <li>• Complete Risk Assessments.</li> <li>• Attend appropriate swimming galas and events</li> </ul>	

<b>Performance standards</b>	
<p><b>Developing a sustainable Borough Swimming Squad linked to national programmes of elite swimming</b></p> <p><b>No of sessions delivered</b></p> <p><b>Numbers of people attending the sessions</b></p> <p><b>Number of sessions that become sustainable</b></p> <p><b>Number of people who go on to attend clubs</b></p> <p><b>Number of people from Socially Excluded, Disabled and BME communities</b></p>	
<b>Working conditions</b>	
<p><b>The post holder will be based with the Sports Development team as well as participating in meetings and activities at various locations throughout North Tyneside.</b></p>	

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**Person specification**

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**The criteria listed below must be clearly related to the job outline**

<b>Factor</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment means</b>
<b>Skills knowledge aptitudes</b>	<b>Awareness of national and regional initiatives affecting swimming. Awareness of current legislation and issues relating to swimming</b>	<b>Knowledge of swimming within North Tyneside</b>	<b>Via application form and interview process</b>
<b>Qualifications and training</b>	<b>ASA Club Coach Certificate or be working towards ASA/UKCC Level 3 certificate.</b>	<b>Other National Governing Body of Sport Awards. Hold a First Aid certificate Disability Teachers Award Level 1. Licenced Coach ASA Coach Certificate National Pool Lifeguard</b>	<b>Via Application Form</b>
<b>Experience</b>	<b>Must have a background in and an</b>	<b>Experience of coaching within a school</b>	<b>Via application form and interview process</b>

	<p>appreciation of the values of swimming  <b>Must have experience of coaching young people</b>  <b>Experience of coaching within a club environment</b>  <b>A minimum of 2 years experience working within a swimming environment</b></p>	<p>environment</p>	
<p><b>Disposition</b></p>	<p><b>Be able to present and coach to various groups in a confident manner</b>  <b>Excellent communication skills</b></p>	<p><b>Able to work on own initiative and as part of a small team</b></p>	<p><b>Via Interview</b></p>
<p><b>Special requirements</b></p>	<p><b>Must be prepared to travel to all parts of North Tyneside.</b>  <b>Must be prepared to work evenings and weekends as required by the post</b></p>	<p><b>Be computer Literate</b></p>	<p><b>Via Interview</b></p>
<p><b>Closing date:</b></p>	<p><b>23<sup>rd</sup> May 2008</b></p>		