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## **PIEDMONT FAMILY YMCA JOB DESCRIPTION**

Job Title: **Assistant Senior Coach**

Status: F/T

Reports to: Cavalier Aquatics Head Coach

FLSA Status: Exempt

Department: Cavalier Aquatics

Revision Date: 7/20/2023

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### **ABOUT US:**

Cavalier Aquatics/Piedmont Family YMCA is a year-round USA/YMCA Club Program located in Charlottesville, VA. The Cavalier Aquatics program is under the current direction of Director of High Performance, Todd DeSorbo, and Head Coach, Gary Taylor. This is Charlottesville's premier club team and was recognized as a 2023 USA Swimming Gold Medal Club for Excellence. Cavalier Aquatics/Piedmont Family YMCA won the 2022 YMCA National Team Championship, 2022 and 2023 YMCA Men's National Championship, and has been a top 3 program at Virginia Age Group and Senior State Championships.

The Brooks Family YMCA is a 79,000 square foot facility that includes a fitness center, gymnasium, walking track, play zone, community room, and multiple group exercise studios. The aquatics facility includes a zero-depth entry family pool with three lanes and a 10-lane competition pool. This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living, and social responsibility. The Assistant Coach intentionally fosters a cause-centered culture that is welcoming, genuine, positive, nurturing, and determined while also managing a safe, high quality, member-focused swim team. The ideal candidate is highly motivated and can provide strong leadership and development.

### **POSITION SUMMARY:**

Under the direction of the Head Coach, the Assistant Senior Coach will guide the Cavalier Aquatics, year-round competitive swim program by providing leadership, coaching, and mentoring to student-athletes in the greater Charlottesville Community. Cavalier Aquatics is a highly respected team for its ability to develop national-level swimmers while also providing a fun, educational environment for swimmers of all ages and abilities.

### **ESSENTIAL FUNCTIONS:**

- Instructs Cavalier Aquatics swim practices in accordance with YMCA guidelines, having prepared lesson plans accordingly.
- Builds effective, authentic relationships with swimmers and parents; helps them connect with each other and the YMCA.
- Provides excellent member service and creates a positive program environment with encouragement, goal setting and positive reinforcement.
- Encourages parent involvement and identifies potential volunteers.
- Conveys information on aquatics programs and schedules and as appropriate refers swimmers and parents to other programs.
- Leads by example while adhering to YMCA policies and being a role model both on and off the pool deck.
- Maintains records as required (i.e. attendance, progress reports, etc.).
- Remains current in knowledge of, and operates within YMCA swimming rules and regulations. Attends staff meetings, trainings, and appropriate swim meets as scheduled.
- In coordination with the Aquatics director and head coach, ensures that swimmers' individual accounts are being accurately credited/debited for payments/charges. Ensures that regular statements are provided to each swimmer.
- Follows all YMCA policies, rules, regulations and procedures, including emergency and safety procedures. Completes incident and accident reports as necessary.

- Adheres to YMCA’s core values of caring, honesty, respect, and responsibility.
- Performs other duties as assigned.

**LEADERSHIP COMPETENCIES:**

Advancing Our Mission & Cause: Engaging Community, Volunteerism, Philanthropy, Change Leadership

Building Relationships: Collaboration, Communication & Influence, Inclusion

Leading Operations: Critical Thinking & Decision Making, Fiscal Management, Functional Expertise, Innovation, Program/Project Management

Developing & Inspiring People: Developing Self & Others, Emotional Maturity

**QUALIFICATIONS:**

- Coaching member in good standing with USA Swimming and USA Safe Sport compliant.
- Must have competitive swim coaching experience and demonstrate effective coaching skills.
- The ability to lead through communication, healthy motivation, and guide swimmers of all ages.
- Certifications: CPR for the Professional Rescuer, AED, Background check through USA Swimming, Safety Training for Swim Coaches (online and in water), Foundations of Coaching 101, Athlete Protection Training.

**WORK ENVIRONMENT & PHYSICAL DEMANDS:**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Ability to instruct and observe participants in proper stroke techniques.
- Ability to lift equipment, and to lift a small to average size child.
- The employee frequently is required to sit and reach and must be able to move around the work environment.

**SIGNATURE:**

I have reviewed and understand this job description.

Employee’s name \_\_\_\_\_ Employee’s signature \_\_\_\_\_

Today’s date: \_\_\_\_\_