



Job Description

Swimming Teacher

Role

To plan and deliver teaching sessions appropriate to ability of swimmer

Required qualifications

Level 2 or Level 1

Valid NPLQ (desired but not essential)

Required attributes.

To possess the appropriate level of teaching knowledge, have an ability to motivate swimmers, and to communicate effectively and demonstrate a high level of self commitment with good time management.

Main Duties

- To plan and deliver teaching sessions appropriate to the ability of the swimmers in conjunction with other teaching staff.
 - To manage registers for each swim session and recording swimmers performances.
 - Provide Member Secretary with documentation regarding payments and class availability.
 - To manage swim school sessions to ensure all classes are covered.
 - To keep the swimmers updated with their progress.
 - To assist coach in selection of competitors in galas.
 - Ensure that up to date records are held of swimmers' medical conditions and emergency contact numbers.
 - Ensure that all persons are treated equally and that compliance to the ASA Code of Ethics is maintained at all times.
 - To abide by the policies of the club, and to advise the committee of any policy which may require attention.
 - Ensure that all qualifications remain valid and that a programme for Continuous Professional development is maintained.
 - Be aware of and understand the facility, the Emergency Operating Procedures (EOP) at all pools worked in.
 - Liaise with the relevant officers of the club on any issues that need addressing.
 - To follow and promote the ASA Child Protection policy.
 - Set up and put away all equipment used in lesson.
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