



### **JobDescription:**

Redlands Swim Team is seeking a Head Coach to take full responsibility for the direction and execution of our competitive swim program. This role requires a proven leader who can develop athletes across all levels, manage coaching staff, and run a structured, disciplined program.

As a nonprofit, board-governed club, the Head Coach will also play a key role in fostering a positive team culture that emphasizes sportsmanship, accountability, and a strong sense of community.

### **Primary Responsibilities**

- **Program Leadership and Athlete Development**
  - Design and implement a clear seasonal and annual plan for all training groups, from developmental through senior levels
  - Lead practices and meet coaching with an emphasis on stroke development, race strategy, goal setting, and long-term athlete growth
  - Create progressive training plans that support athlete improvement at all levels
  - Oversee age-appropriate dryland and supplemental training
  - Foster a positive, disciplined, and inclusive team culture focused on effort, growth, accountability, and enjoyment of the sport
- **Staff Leadership**
  - Hire, train, supervise, mentor, and evaluate assistant coaches
  - Ensure coaching consistency across all groups and align staff with club philosophy and standards
  - Coordinate staff coverage for practices, meets, and team events
  - Support continuing education and professional development for the coaching staff
- **Meet and Team Operations**
  - Plan competition schedules and manage meet entries, event selection, and travel as needed
  - Attend and support club-hosted meets, championship meets, and key team events
  - Work with team administration and/or board leadership on registration, scheduling, facility coordination, and team operations
  - Maintain a safe, organized, and professional deck environment
  - Utilize team management software such as TeamUnify, Team Manager, Meet Manager, Hy-Tek, or similar systems as needed.

- **Parent, Board, and Community Communication**
  - Communicate clearly and professionally with athletes, families, staff, and the Board of Directors
  - Provide updates regarding team expectations, meet information, athlete development, and program goals
  - Attend regular board meetings and collaborate with the board on strategic planning, budgeting, scheduling, and club growth
  - Represent the club positively within USA Swimming, the LSC, and the local community
- **Minimum Qualifications**
  - Current USA Swimming Coach Membership in good standing, or ability to obtain before start date
  - Current required coach certifications and compliance items, including applicable safety and education requirements
  - Minimum 4 years of qualifying swim coaching experience with a USA Swimming or similar competitive program, including leadership responsibility
  - Demonstrated success coaching swimmers across multiple levels, from developmental through advanced groups
  - Strong knowledge of stroke mechanics, training progression, race strategy, and athlete development
  - Strong leadership, communication, and organizational skills
  - Ability to work evenings, weekends, and travel as required for meets and team activities
  - Ability to pass all required background checks
- **Preferred Qualifications**
  - Previous USA Swimming club head coach experience
  - Experience working within a nonprofit, board-governed club structure
  - Bachelor's degree in education, kinesiology, sports management, or a related field
  - Experience with TeamUnify, Meet Manager, Team Manager, Hy-Tek, or similar administrative systems
  - ASCA certification preferred
  - Experience developing swimmers to Sectional, Futures, Junior National, or equivalent levels
  - Experience supporting team growth, retention, and community outreach
- **Required Certifications and Compliance**

Prior to employment or by the start date, the selected candidate must meet all applicable USA Swimming coach membership requirements, including:

- Current USA Swimming coach status in good standing
- CPR/AED certification
- Safety Training for Swim Coaches
- Criminal background check
- Athlete Protection Training
- Any additional USA Swimming or LSC-required education/compliance items

applicable to club head coaches

## How to Apply

Interested candidates should submit the following to **president@redlandsswimteam.org**:

- Resume
- Brief coaching philosophy
- Professional references
- Any relevant certifications

Redlands Swim Team is committed to providing a positive and competitive environment for all athletes and looks forward to identifying a leader who will continue to build and strengthen our program.