

# Pymble Ladies' College

---

## POSITION DESCRIPTION

**Title:** Swimming Coach – Competitive Squad

**Date updated:** March 2025

**Reports to:** Head Coach Swimming

---

## COLLEGE VALUES



Pymble Ladies' College has five core values which guide our behaviour and interactions with one another and affirm our commitment to the Christian heritage of Pymble Ladies' College and our identity as a school of the Uniting Church school in Australia. All roles, policies and procedures are underpinned by these values, and the expectation that students, staff, and the wider College community alike live our values every day.

**CARE** – I am kind to myself and others

**COURAGE** – I am open to new experiences to learn and grow

**RESPONSIBILITY** – I take ownership of my actions

**RESPECT** – I value diversity, my worth and the worth of others

**INTEGRITY** – I do the right thing, even when no one is watching

## POSITION SUMMARY

The Swimming Coach – Competitive Squad will support with the strategic development of all swimming programmes as we establish Pymble as the leading swimming centre in Australia.

## ROLE ACCOUNTABILITIES

### 1. Squad Management

- 1.1 Develop, prepare and deliver periodised coaching programs and planning for the allocated squad, providing technical support and guidance to other squads as required by the Head Coach – Swimming.

- 1.2 Provide mentorship to the athletes under your care, specifically in planning, goal setting, inspiring and progressing athletes through the competitive pathway.
- 1.3 Liaise with the Head Coach - Swimming and the Strength and Conditioning Coach to develop strength training and activation training plans.
- 1.4 Assist the Head Coach – Swimming in the decision-making process for promotion of swimmers from squad to squad, where appropriate.
- 1.5 Assist with the coaching of the school curricular swimming program, including both primary and secondary school Swimming Carnivals.
- 1.6 Coach at Interschool Swimming Carnivals and Club competitions as required.
- 1.7 Represent the School at Swimming functions, camps, seminars and Knox Pymble Swim Club functions and meetings, including SMNE and NSW clinics and camps as required.
- 1.8 Work as part of a collective coaching team to inspire the athletes across the whole of the programme, seeking opportunity to drive standards accordingly.

## **2. Student Welfare & Development**

- 2.1. Provide a safe and secure racing and training environment for all athletes.
- 2.2. Ensure appropriate supervision of swimmers in line with all duty of care requirements.
- 2.3. Co-ordinate and maintain effective records of attendance and achievements of swimmers, including appropriate liaison with the wider coaching team and academic staff at Pymble, where appropriate.

## **3. Logistics & Equipment**

- 3.1. Maintain, monitor and utilise appropriate swimming equipment as required.
- 3.2. Liaise with the Head Coach regarding recommendations for new equipment.
- 3.3. Be willing to be innovative with digital resources, including cameras, data collection and programming software, Triton wear and other emerging tools.

## **4. Relationship Management**

- 4.1. Develop strong, professional relationships with staff, students, and parents at the College.
- 4.2. Notify the management team of any major issues that arise in a timely manner.
- 4.3. Ensure planning processes facilitate the daily and short-range needs of the College in relation to the Swimming program.
- 4.4. Contribute to decision making processes in support of the College.

4.5. Embrace the concept of team and demonstrate a respect for the value of professionals working towards the attainment of a shared vision.

## **5. Communication**

5.1 Ensure all Squad swimmers and parents and carers are communicated with formally on a termly basis regarding squad attendance, progress, and areas for improvement for each athlete.

5.2. Ensure all written and verbal communication is courteous, professional, accurate and reflective of the College values.

## **6. Risk and Compliance**

6.1. Report directly to the Principal on any matters relating to child protection.

6.2. Consistently adhere to college policies and procedures, importantly the Risk Management, WHS, Child Protection and our emergency response practices.

## **7. Professional Learning**

7.1. In partnership with the Head Coach - Swimming, continuously align your skills and professional development requirements to ensure that you are meeting the obligations of your role.

## **8. Other duties may be required from time to time**

### **Essential Criteria and Personal Capabilities**

- Willingness to support the ethos and values of the College
- Minimum Advanced Swimming Coaching License (or willingness to attain)
- Development of and coaching experience with National Age Group competitive swimmers
- A collaborative style, with effective communication and interpersonal skills
- Energetic approach to coaching with the ability to unite and empower young athletes