



# Survive and Save Club

## Job Description

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### Head Teacher/Coach

#### Role

Provide leadership and guidance to all teachers and trainers. Manage the swimmers and teachers/trainers and providing guidance and direction for the development of the Club

#### Skills

- Be an excellent and effective communicator that is approachable, clear and concise
- Be a good listener
- Sound organisational skills
- Well organised and efficient
- Be able to work a part of a team
- Be proactive in organising and scheduling
- Maintain confidentiality and be tactful

#### Qualifications

- Hold one of the following:
  - ASA/UKCC Level 2 Certificate for Teaching Aquatics or equivalent
  - RLSS Trainer Assessor
- National Pool Lifeguard Qualification or National Rescue Award for Swimming Teachers and Coaches
- ASA Teachers Licence (where applicable)

#### Main Duties

- Teaching swimming and/or life saving as required
- Ensuring best practice is employed in all aspects of teaching
- Allocate classes and teachers in conjunction with membership secretary
- Ensuring continuing development and improvement of the teaching team
- Ensuring that assessments are completed for every swimmer is completed each term and that any issues with progression are identified

#### Time Commitment

3 hours per week at club sessions plus 2 hours per week

3 teachers meeting per year

Committee Meetings

Other meetings as required