

Job Description

Position	Head Coach – Foothills Stingrays Swim Club
General Description	The Head Coach has the responsibility to deliver a highly effective, nationally recognized competitive swimming program. This includes program delivery along with training and mentorship of coaching staff in a focused effort toward long-term swimmer and coaching staff development.
Reports to	President of Swimming of FSSC Swim Club.
Direct Reports	Assistant Head Coach and Assistant coaches and program leaders as determined by the President of FSSC.
Performance & Compensation Reviews	One formal review session per year to be completed by end of April. Reviews will be performed by the President and one other Board member designate of FSSC. Compensation will be reviewed by the President of FSSC Swim Club from time to time.

Detailed Description of Responsibilities and Duties

Human Resources	Hire all coaching staff members in consultation with the President of FSSC.
	Direct responsibility for the training program of all FSSC staff.
	Organize and chair regular coaching staff meetings as required to ensure coaching staff accountability and productivity.
	Monitor the performance of all FSSC coaching positions.
Competitive Swim Program	Develop and deliver highly effective and athlete focused competitive swimmer development programs for all levels of the club.
	Maintain a system of measuring the success of the swimmer development programs as a basis for continuous improvement.
	Recruit new members to the swim club through active promotion of the club within the community.
Financial	Deliver the technical program with tight discipline to the annual budget and a view to optimizing the benefit of all expenditures.
	Assist where required in the preparation of the annual budget.
Reporting	Prepare a monthly Head Coach's report for the FSSC Board two days in advance of all regular meetings. Attend all regular FSSC Board meetings.
	Prepare a report and presentation for the Annual General Meeting in May and the General Meeting in October.