

Performance Swimming Coach

Job Ref: REQ17581

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.

Job Description

Job Grade: Management and Specialist, Grade 6.

Job Purpose

To coach all swimmers within the Loughborough University swimming programme to hit agreed performance targets in student, national and international competition.

Maintain an effective coaching partnership with British Swimming so that Loughborough remains a critical part of the ITC network and the National Centre of Excellence

Job Duties

The role of the High Performance Coach will encompass several key areas of operation for the swimming programme. The postholder will be expected to:

Coaching & training

- To coach and prepare swimmers for student, national and international competition including preparation for major international tournaments, ie. The BUCS, World University Games, World Championships, Paralympics and Olympic Games.
- Preparation programmes should utilise all available resources including relevant support services (sport science, medicine and conditioning) and travel to relevant domestic and international tournaments as directed.
- To plan, and evaluate swimming programmes for individual swimmers including regular review meetings with each swimmer to discuss performance progress and goals and the submission of relevant information to the Head Coach and/or relevant British Swimming staff where swimmers are on funded programmes.
- To support the development of performance pathways within swimming at Loughborough so that we complement the work of the BS ITC thereby supporting BS to achieve its world class objectives.
- Participate in national training camps as agreed with the Head Coach
- Where necessary assist in the recruitment, direction and management of any additional assistant coaching staff required for the effective coaching and development of the swim programme at Loughborough.

Management and administration

- Liaise with SDC Facility staff on facility usage and participate in relevant meetings with the Facility Managers
- Work in conjunction with the Head Coach to proactively recruit high level swimmers to Loughborough University (and where appropriate Loughborough College)

- Provide pastoral support and care to high performance swimmers in conjunction with other coaching, academic and performance sport staff (i.e. ACE or PALS mentors).
- Identify potential sports scholars (e.g. Loughborough Student Sport Foundation, Talented Athlete Scholarship Scheme).
- To undertake other management & administration roles that will enhance the programme and post holders personal development.

Budgetary Responsibilities

- Assist the Head Coach in preparing, managing and monitoring a University budget for the high performance squad.
- Participate in the development of income generating activities that can financially support the high performance squad.

Public Relations

- Work with our swimming committee and other SDC and AU staff to promote the profile of Loughborough swimming. This may include activities such as:
 - providing regular information for use on SDC or AU noticeboards, Loughborough Swimming website and other promotional publications;
 - assisting in the recruitment of club sponsors

General Requirements

- Contribute to the sharing of coaching ideas and skills within the high performance educational forums available on campus.
- Actively work to promote Loughborough University sport and Loughborough Swimming generally.

Points To Note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

Special Conditions

It is recognised that coaches working at this level will often have links with representative sides. This is seen as advantageous as long as it does not interfere and affect the overall development of your squad and other Loughborough swimming commitments.

It will be necessary to work outside normal office hours including squad sessions in the early morning's, evenings and at weekends.

This post is offered on an open ended basis.

Organisational Responsibility

Reports to the Lead Coach and Programme Manager, Swimming.

Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

Essential Criteria

Area	Criteria	Stage
Experience	At least 5 years' experience of coaching high level swimmers and/or talented young swimmers to repeated international team representation, (e.g. European Juniors, World Youth's & World Championships).	1,2,3
	Proven experience in the development of long-term coaching programmes.	1,3
Skills & abilities	Proven swimming coaching ability and knowledge of current coaching and training processes.	1,2,3
	Excellent communication, player management and motivation skills.	3
	Knowledge of relevant ASA regulations and issues.	3
	Excellent organisational and time-management skills.	1,3
	IT skills necessary for analysis, report writing and general communication.	1,3
Qualifications	Swimming coaching award (at least Level 3) or equivalent.	1,3
Training	Willingness to update First Aid and Health and Safety requirements and work towards more advanced coaching awards and qualifications.	1,3
Other	Willingness to work irregular hours as necessary.	1,3
	To observe the University's Equal Opportunities policy at all times.	1,3

Desirable Criteria

Area	Criteria	Stage
Experience	Experience of University level swimming.	1,2,3
	Previous experience of using Microsoft Office (Word, Excel, Access and Powerpoint).	1,3
Qualifications	Sport related degree or equivalent experience.	1,3
	Swimming coaching award (level 4/5) or equivalent.	1,3

Conditions of Service

The position is full time and open-ended. Salary will be on Management and Specialist, Grade 6, (£29,301 - £38,183) per annum, at a starting salary to be confirmed on offer of appointment.

The appointment will be subject to the University's normal Terms and Conditions of Employment for Academic and Related staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available at <http://www.lboro.ac.uk/services/hr/a-z/family-leave-policy-and-procedure---page.html>.

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available at: <http://www.lboro.ac.uk/services/hr/a-z/childcare-information---page.html>)

In addition, the University is supportive, wherever possible, of flexible working arrangements. We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>

Informal Enquiries

Informal enquiries should be made to S Bayley by email at S.M.Bayley@lboro.ac.uk or by telephone on 01509 226207.

Applications

The closing date for receipt of applications is **28 June 2017**.