

Sioux Falls Snowfox Swim Team
POSTING DATES: February 5, 2010 until Position Filled

Title	Assistant Head Coach
Work Location	Sioux Falls, SD
Employment Status	Regular Full-time Salary
Health Benefits	Yearly Benefit Allowance
Employment Physical	Not Required
Drug Test/Background Check	Required for All Positions
Relocation Benefit	None
Proposed Start Date	May 1, 2010

SUMMARY OF JOB DESCRIPTION

The Assistant Head Coach will be working directly with athletes 18 & Under on a daily basis. The main objective of this position is to plan, implement and develop a training scenario to advance the skills of the athletes he/she is directly responsible for. The Assistant Head Coach will be in charge of supervising and managing a small staff of coaching assistants as well as working directly with the Head Coach on a daily basis. The Assistant Head Coach will be required to organize weekly coaches meetings with their staff and report back to the Head Coach. The Assistant Head Coach will also be responsible for the meet entries for the swimmers he/she is directly responsible for. The position requires evening and weekend availability as well as travel availability.

DESCRIPTION OF ESSENTIAL FUNCTIONS

Complement and optimize the strengths, skills and experience of the individuals on the Snowfox Swim Team's coaching staff to help facilitate a successful operation of the Snowfox Swim Team's programs. The Assistant Head Coach will either assume primary responsibility for or act in a supporting role as appropriate and assigned for the following:

- All Snowfox Swim Team employees are required to adhere to USA Swimming/Club safety standards
- Provide input on program planning
- Develop and administer a yearly training program appropriate for the athletes under their supervision
- Assist in developing Snowfox's program budgets and goals and monitoring programs against budgets and goals
- Develop project/program budgets for management review and approval.
- Interact with and provide information to the board of directors and other external parties as required
- Maintain accurate records, databases, and documentation necessary to satisfy requirements for board of director's/head coach evaluations and regulatory requirements.
- Promote and administer Snowfox programs using the team's web based programs.
- Conduct weekly staff meetings to evaluate training needs/employee needs

GENERAL QUALIFICATIONS

- Must have previous competitive swimming experience
- A Level 2 - A.S.C.A coaching certification or 3 years of competitive coaching experience is required
- Must be familiar with the concepts behind and challenges associated with youth competitive swimming and managing a staff
- Must possess good working knowledge of Hytek's Team Manager/Meet Manager programs
- Must have excellent oral and written communications skills.
- Must be flexible, possess an upbeat positive spirit, and have a strong desire to provide a positive training experience for all levels/ages of athletes
- Must be capable of working in a team environment.
- Must be an experienced user of MS Word, MS Excel, and MS Power-Point.

SELECTION PROCESS

When considering applicants for this position, the selection process will take into consideration the needs of The Snowfox Swim Team, including such factors as reorganization requirements, diversity opportunities, relocation requirements, employee development and job succession.

APPLICATION PROCEDURES

All applicants must email their resume to snowfoxswim@yahoo.com or mail their resume to the address below:

Snowfox Swim Team
Attn: Assistant Head Coach Position Application
PO Box 758
Sioux Falls, SD 57101
Phone: 1-605-988-4170

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