

# **Carroll Independent School District Job Description**

JOB TITLE: **Coach, USAS Assistant Age Group** Pay Grade: 0A2  
Supervisor: USAS Head Age Group Coach Employment Days: 260  
Department: Aquatics Employment Status: Non-exempt

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## MISSION:

Building on a Dragon tradition of excellence, the Carroll Independent School District will foster a safe, caring, and creative learning environment that inspires students to realize their full potential as they positively impact the world around them.

## JOB SUMMARY:

This position will assist the USAS Head Coach in establishing a quality aquatics program to meet the needs of all ages and abilities under the guidelines established by USA Swimming and the American Swimming Coaches Association.

## QUALIFICATIONS:

- Previous experience working with children in an instructional and/or athletic setting
- USA Swimming Coach Certification
- Enthusiasm for swimming activities
- Willingness to obtain ASCA Level 2 within one year of employment
- Excellent interpersonal and communication skills
- Mentally and physically fit
- Eighteen years of age or older

## MAJOR RESPONSIBILITIES:

- Emphasize the development of sound technical fundamentals in the four competitive strokes and implement the training process in order for swimmers to develop their full potential.
- Uphold and adhere to safety rules.
- Maintain an accurate and current roster with the Secretary for Facilities and Head Age Group Coach.
- Enthusiastically promote the activities of the swim club.
- Communicate with swimmers, parents, and other USAS staff in a professional and courteous manner.
- Keep abreast of innovative practices.
- Be adaptable and flexible in acceptance of changes in techniques and procedures.
- Attend all required meetings.
- Participate in mandatory continuing education/in-service as required by State law.
- Perform safety checks of the facility and equipment as directed.
- Maintain a professional level of confidentiality regarding all district matters.
- Support the goals and objectives of the district and follow district policies.
- Perform other duties as assigned.

EQUIPMENT USED: As directed by the Aquatics Manager.

**MENTAL DEMANDS:**

This individual should be a self-motivated starter; perform tasks with little or no supervision; maintain a proactive attitude when establishing relationships among district personnel; and maintain emotional control under stress

**PHYSICAL DEMANDS/ENVIRONMENTAL FACTORS:**

This position will require approximately 25% walking/standing; 50 % sitting and 25% lifting; carrying up to 25 lbs; and stooping/bending.

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THE REFERENCED STATEMENTS DESCRIBE THE GENERAL CHARACTERISTICS, QUALIFICATIONS AND PERFORMANCE RESPONSIBILITIES OF THIS POSITION, HOWEVER, ADDITIONAL REQUIREMENTS MAY BE STIPULATED DURING THE TERM OF ASSIGNMENT.

REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Director of Personnel Services)

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Assistant Superintendent for Administrative Services)

Date Created: 7/1/2003	Date(s) Revised: 10/2015
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