



# Asheville Jewish Community Center

## JOB DESCRIPTION

### Head Swim Team Coach & Swim Instructor

**Reports To:** Aquatics Director

**Department:** Aquatics

**FLSA Classification:** Full Time 35 hrs/wk, Hourly / Non-Exempt

**Pay Rate (hourly):** \$19.00/hr

**Updated Date:** 04/16/2025

**Benefits:** Full-time employees enjoy extensive benefits at the Asheville JCC, including: 27+ days of paid holidays and PTO; vision, life, and disability insurance; 401k\*; membership at the JCC's state of the art aquatics center; FREE childcare\* at the JCC's 5-star early childhood and school aged programs; and inclusion in a warm and welcoming center that has served the community for over 80 years. Scroll down for a full benefits listing and additional information\*.

**Job Summary:** The Head Swim Team Coach & Swim Instructor shares a passion for the sport of swimming and works with children in both a learn-to-swim and competitive atmosphere. The AJCC Smokin' Salmon is a USA Swim Club that has been steadily growing and currently includes 100+ club swimmers aged 6-18 years old. Our learn-to-swim program has been teaching children to swim for decades and currently has over 200 children enrolled. This position works collaboratively with and under the supervision of the Aquatics Director. They divide their time between a) teaching swim lessons (approximately 15 hours a week) and b) developing and implementing a comprehensive swim club curriculum for age development and senior levels that advances swimmers in local, state, regional levels and up.

#### **Principal Responsibilities:**

##### **AJCC Smokin' Salmon Head Coach**

- Plan and implement swim team practices for swimmers aged 10-18 years.
- Collaborate with the Aquatics Director to plan practices for swimmers aged 5-9 years.
- Plan meet schedules, coordinate travel, and coach at local, state, and regional swim meets
- Mentor athletes at every level to reach their personal and team goals
- Prepare more advanced and elite-level swimmers for championship-level competition utilizing best practices and cutting-edge training programs
- Maintain a safe and engaging environment that adheres to all Safe Sport standards
- Train and manage assistant coaches, fostering a culture of collaboration and growth

##### **Swim Instructor**

- Build future swim team athletes by teaching approximately 5-6 “Learn to Swim” lessons each week, in collaboration with the JCC’s Aquatics Director and swim instructors:
  - Design and lead swim lessons in private and group settings
  - Lead and safely manage swimmers and Assistant Swim Instructors
  - Facilitate swimmer goal setting and advancement
  - Maintain a safe and organized teaching environment at all times
  - Assist Aquatics Director with community education about water safety

#### **Other**

- Step into lifeguard duties in emergency/urgent situations until adequate coverage is provided
- Adhere to and enforce all pool safety guidelines
- Communicate regularly and effectively to build positive relationships with swimmers, athletes’ families, aquatics staff, and JCC pool members
- Prep and clean pool deck before and after lessons, practices, and meets

#### **Required Skills/Abilities:**

- Proven experience teaching learn-to-swim and coaching competitive swimmers at all levels
- Understanding of modern training methodologies, stroke mechanics, and race strategy
- A dynamic leader with exceptional communication and mentorship skills
- Passion for preserving our club’s legacy while driving it forward
- Ability to motivate, challenge, and engage swimmers in a positive team environment

#### **Preferred Skills/Abilities:**

- Knowledge of and ability to perform required roles in emergency situations
- Strong knowledge of Hytek Team /Meet Manager, Team Unify, and OnForm swim training app

#### **Qualifications:**

##### **Education:**

- High school diploma or GED

##### **Experience:**

- Proven experience working as a swim instructor or lifeguard
- Desired 2+ years' experience with both age group and senior club swimmers
- Desired 2+ years' experience of teaching learn to swim lessons in a group or private setting
- Desired training as a WSI Instructor with the American Red Cross. Willing to consider additional learn-to-swim program training

##### **Certifications:**

- Must be in good standing with USA Swimming Coaches requirements or willing to obtain within 90 days of employment

- CPR for the Professional Rescuer, AED, Basic First Aid and Oxygen certifications or willing to obtain within 90 days of employment
- NC Childcare Background Check

Additional:

- Must pass a pre-employment background and drug screening

**Physical Requirements:** Must be able to...

- safely lift items up to 50 pounds
- work with prolonged periods of standing, sitting, bending, squatting, walking and climbing up minimal heights
- project voice
- work outdoors in seasonal heat, cold, and inclement weather, as well as loud environments
- swim a minimum of 300 yards

**Other duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Benefits include:**

- Free tuition for Early Childhood/Youth Programming for the first child, and 50% off for subsequent children (after 90 days of service and based on availability. First 90 days employees receive 50% off the first child and 35% off subsequent children).
- Employer paid insurance (after 90 days of service):
- Vision
- Life Insurance
- Short- and long-term disability
- Optional employee-paid insurance:
- Dental
- Additional Life Insurance
- Retirement 401K (available after 1 year of service)
- 10+ paid holidays
- Two paid “floating holidays” or personal days to be chosen by the employee
- 15+ paid vacation and sick days
- Paid bereavement leave
- Paid weather/emergency related closures
- Free, confidential counseling services through our Employee Assistance Plan
- Ongoing professional development
- Tuition reimbursement for courses at an accredited college or university

- Aquatics membership for employee and their household
- “Learn to Swim” lessons for employee and their household
- Complimentary use of meeting spaces, including the pavilion, aquatics facility, and social hall