



## POSITION DETAILS

<b>Employment Conditions</b>	Casual In accordance with the Educational Services (Schools) General Staff Award
<b>Reports to</b>	Head Coach
<b>Last Revised</b>	April 2026



**OUR PURPOSE:** To engage hearts and ignite curious minds.

**OUR VALUES:** Courage ♦ Respect ♦ Aspiration ♦ Compassion ♦ Integrity

Proud of our legacy of academic excellence, St Mary's is grounded in Anglican faith and a strong sense of community. At St Mary's, every student is supported by passionate, experienced staff who bring out the best in each girl within our inclusive and nurturing environment.

## ROLE

The Swim Coach is responsible for the effective and efficient implementation of squad swim training, including different squad programs for North Coast Swim Club - Junior, Intermediate, Age, Open and Masters, for St Mary's – IGSSA and JIGSSA swim teams.

Swim Coaches will ensure that swimmers and their parents/caregivers gain the maximum benefits and enjoyment from the services in a safe and friendly environment.

This role requires an energetic, motivated person who has a supportive and engaging presence, as well as being able to generate a positive swimming environment and experience for the swimmers and their parents.



## RESPONSIBILITIES

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### NORTH COAST SWIM CLUB

- ◆ In conjunction with the Head Coach, develop and implement squad training programs for appropriate squad levels.
- ◆ Be present to assist before and after squad training for setup and pack down of equipment.
- ◆ Ensure training sessions are conducted safely.

### ST MARY'S IGSSA AND JIGSSA

- ◆ In conjunction with the Head Coach, develop and implement squad training programs for appropriate squad levels.
- ◆ Be present to assist before and after squad training setup and pack down of equipment.
- ◆ Ensure training sessions are conducted safely.

### ADMINISTRATION AND OTHER DUTIES

- ◆ Attend In-house training and professional development sessions.
- ◆ Develop and implement carefully constructed training sessions taking into consideration swimmers individual needs.
- ◆ Ensure swimmer attendance and progress sheets are well documented and up to date.
- ◆ Other duties as may be required.

The above is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

## QUALIFICATIONS

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### Essential:

- ◆ Austswim Teacher of Swimming and Water Safety
- ◆ First Aid Certificate
- ◆ Working with Children Check
- ◆ National Police History Check
- ◆ Austswim or ASCTA Towards Competitive Strokes (or currently working towards obtaining)



## EXPERIENCE AND SKILLS

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### Essential:

- ◆ Previous experience as a Swimming Instructor or Swim Coach in a formalised program.
- ◆ Experience in delivering a high level of customer service.
- ◆ Demonstrated ability to deliver lessons and or squad training in a safe aquatic environment.
- ◆ Ability to maintain a high level of resilience and emotional agility.
- ◆ With personal responsibility and through collaboration and teamwork, be able to successfully navigate and manage change.
- ◆ Be able to use your personal and problem-solving skills to manage and work collaboratively through conflict, to resolution.

## ATTRIBUTES

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### Essential:

- ◆ Ability to communicate positively and effectively with swimmers, families and staff.
- ◆ Highly organised and self-motivated.
- ◆ Ability to work collaboratively as part of a team as well.
- ◆ Able to commit every week to the same training times.
- ◆ Display a passion for Swimming and Water Safety.
- ◆ Well-developed communication and interpersonal skills.
- ◆ Ability to use initiative.
- ◆ Demonstrates warmth, approachability, and a positive outlook.

## OUR COMMITMENT TO CHILD SAFETY AND CHRISTIAN VALUES

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St Mary's Anglican Girls' School is a child safe environment. Our school actively promotes the safety and wellbeing of all students, and all school staff are expected to be committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations and in accordance with the St Mary's Child Safe Policies and Codes of Conduct. A valid Working with Children Card and National Police Clearance are required for all employees at St Mary's Anglican Girls' School.

St Mary's is an Anglican school and applicants should be able to demonstrate empathy with and support for the School's Christian values.

St Mary's is a non-smoking campus and all staff are expected to adhere to this.