



'A world leading National Governing Body delivering excellence, inspiring our nation to enjoy, participate, learn and compete in Welsh Aquatics'

Role title: Swim Wales Regional Diving Coach (South East Region)

Description: Full time (37 hours per week)

Salary: Up to £24,000 DOE

Application closing date: 17:00 hours - 21.06.17

Interview Dates: To be confirmed

Swim Wales are offering an exciting opportunity to join their Diving team as a Regional Diving Coach for the South-East region in Wales diving program.

Working as part of our Aquatics Development team, the Regional Diving Coach will be responsible for 'growing the sport' across all levels of the Swim Wales diving pathway. This position will have a lead role in coaching/delivery and program management at our regional diving centre in Aberdare.

In-line with Swim Wales's Vision Statement we are looking for the right person to support Swim Wales's diving programs in these key areas:

Inspire - Lead coaching role at one of our Regional Diving Programs (Aberdare, South East Region)

Enjoy - Introducing diving to a new audience across Wales through active engagement with local authorities, education centres and schools as well as creating links with new project partners to raise the profile of this exciting sport within the principality.

Participate - Active coaching delivery and management of Welsh Schools, Learn to Dive, masters, Talent Identification (TID), recreational and competitive training Squad programs at Swim Wales regional centres (South East Region). Getting people active and engaged within the sport of diving in all levels.

Learning – Support the education, mentoring and development of coaches within the regional and National Centre program structure and support the creation of a sustainable coaching and volunteer support workforce within Wales.

Compete – Working with our Local Authority Partners Diving Development programs and Swim Wales diving clubs, the Pathway Program Coach will be responsible for the



Regional Welsh Pathway Programs (South East Region) diver participation across the Welsh and British National Competition Calendar at all levels.

Excellence – Working with our National Diving Manager to develop and deliver regional talent identification programs (TID) to create a platform for the development of performance diving within Wales.

Must have's

- UKCC Level 2 Diving Qualification or equivalent
- Excellent organisational and communication skills
- IT proficient with good understanding of Microsoft Outlook, Excel and Word
- Full UK driving licence and access to transport

Desirable

- Level 3 diving certificate
- Proven experience of successfully managing a busy diving program
- A good understanding of the British Diving Pathway with experience coaching within a National Performance or TDC program. Proven experience of Age Group and Elite Junior level coaching.
- UKCC Level 1 Gymnastic or trampoline qualification of international equivalent
- Welsh speaker
- First aid qualification
- Current and valid Safeguarding certificate (can be arranged through Swim Wales)



Responsibilities /Activity Headings	Tasks
Diving Programmes	<p>Approximately 25% of this role will be spent managing the Rhondda Cynon Taff Council 'Learn to Dive' program and Swim Wales Regional Diving Program Diving 'Training Squads' at the Sobell Leisure Centre, Aberdare. Effectively supporting and developing the pathway for recreational and competitive diving.</p> <p>Approximately 25% of this role will be spent delivering high standards of teaching the Rhondda Cynon Taff Council 'Learn to Dive' sessions including school's delivery at the Sobell Leisure Centre, Aberdare.</p> <p>Approximately 50% of this role will be spent delivering high standards of coaching of the Swim Wales Regional Diving Program 'Training Squads' at the Sobell Leisure Centre, Aberdare.</p> <p>Support the National Diving Manager in Implementing and managing a sound talent identification system to feed into the Diving Training Squads.</p> <p>Supervise and develop other coaches delivering sessions in the Rhondda Cynon Taff Council 'Learn to Dive' program and Swim Wales Regional Diving Program Diving 'Training Squads' at the Sobell Leisure Centre, Aberdare and deliver a range of teacher and coach education sessions.</p> <p>Set rotas, work schedules and timetabling of all aspects of the Rhondda Cynon Taff Council 'Learn to Dive' program and Swim Wales Regional Diving Program Diving 'Training Squads' at the Sobell Leisure Centre, Aberdare</p>
Facility Usage & Bookings	<p>Prepare a range of reports, as directed by the Swim Wales National Diving Manager, relating to the development of the programme and monitoring of the financial sustainability of the programme.</p> <p>Work alongside the National Diving Manager and venue management team.</p> <p>Maintain clear and accurate records of attendance and progress for a range of participants. Including selecting and actioning divers' entries into appropriate competitions and maintain up to date records of individual achievement and personal best scores.</p>



<p>Diving Operations</p> <p>Leadership & Management</p> <p>Health & Safety</p> <p>General</p>	<p>Provide feedback on the attendance and progress of participants to the National Diving Manager</p> <p>Communicate information, as directed by the National Diving Manager, to participants and parents and other diving coaches.</p> <p>Assist in the successful delivery of 'Learn2, the Rhondda Cynon Taff Council online program management tool, daily</p> <p>Work with other departments within Swim Wales and Rhondda Cynon Taff Council to actively promote the diving programme through social media and other suitable marketing outlets.</p> <p>Produce marketing material and publications that promote the diving programme and communicates the operations of the diving programme.</p> <p>Set up and take dismantle a range of diving equipment.</p> <p>Assist the National Diving Manager to develop, implement and manage a Dive Programme operational management system (NOP's) for all Diving activities to include agreed syllabus, lesson plan, training and development plans to ensure a best practice coaching infrastructure</p> <p>Manage all aspects of the Learn to Dive and Diving Training Squads under the direction of the National Diving Manager.</p> <p>Supervision and management of the Rhondda Cynon Taff diving coaching staff with coordination of the Learn to Dive and Training Squads, and when required cover the delivery of Learn to Dive sessions.</p> <p>Ensure all programmes are delivered in a safe and appropriate manner.</p> <p>Ensure that the teachers and staff are adequately qualified for the classes they deliver and that the correct pupil to teacher ratio is adhered to.</p> <p>Attend competitions as directed by the National Diving Manager</p> <p>Complete additional duties as assigned from time to time by the National Diving Manager</p>
<p>Technical Responsibilities</p>	<ul style="list-style-type: none"> Continuously improve your own knowledge and skills to ensure the Swim Wales Regional Diving Centres remain up-to-date on all Diving coaching practices and trends.



Internal and External Relationships	<ul style="list-style-type: none">• Work in partnership with internal departments to ensure all activities are delivered to the highest standards.• Work with the National Diving Manager, Regional Aquatics Officer and Sobell Centre Manager to develop new opportunities for participation in sport.

Please submit a C.V with covering letter in application for this role to dawn.mancey@swimming.org or please send applications by post for the attention of Dawn Mancey at:

Swim Wales
Wales National Pool
Sketty Lane
Swansea
SA2 8QG

Applicants will be required to undergo an enhanced Disclosure and Barring List Check and references will be taken up.

Swim Wales promotes inclusion and diversity, and welcomes applications from everyone. If you have any particular requirements in respect of the recruitment or interview process please mention this in your covering letter.

Swim Wales is an equal opportunities employer and aims to provide a discrimination-free working environment. We are committed to an action plan and policy in line with the Equality Act 2010, which ensures that no job applicant or employee receives less favourable treatment because of a protected characteristic.