

Hillingdon Swimming Club

ROLE DESCRIPTION FOR HEAD TEACHER

ROLE:

To provide leadership and guidance to all teachers: to teach swimmers within the club; manage swimmers and teachers; provide insight, ideas and direction for the future development of the swimming club

DUTIES:

- Working with the Executive Committee to support the development of the Hillingdon SC to maintain Swim 21 accreditation.
- Teaching swimmers, as part of the Hillingdon SC Swimming Development Plan.
- Providing enhanced mentor support to teachers in the Club, co-ordinating the club teaching sessions and assisting in workforce development for teachers.
- Introducing and maintaining open communication channels between teachers, swimmers, parents and the Executive Committee to ensure all parties involved in our club have up to date information; understand the teaching philosophy and understand the development plan for appropriate swimming groups.

COMMITMENT/TIME FOR THE ROLE:

In addition to teaching sessions, the actual hours required will include attendance at club events, Executive meetings, meetings with parents, teachers and other associated activities.

SKILLS AND QUALITIES REQUIRED:

- To be a confident and effective communicator that is approachable, clear and concise
- To be a good listener with an empathy for young people
- To respect confidentiality and be tactful and discreet
- Well organised and efficient
- Demonstrate an ability to work as part of a team and be proactive in organising and scheduling your work.
- Have the ASA Level 2 teaching qualification.