

Job Description

Position Title:	Junior Swim Squad Coach	June 2025
Reports To:	Aquatics Centre Manager	
Area of College:	Professional Services	

Motto and Values

At the heart of St Cuthbert's College is our beloved motto: By Love Serve

For over a century, this simple yet powerful phrase has been the cornerstone of our College, guiding generations of students in leadership through service to others. As relevant today as it was in 1918, "By Love Serve" underpins everything we do at the College.

Throughout our rich history, this motto has become synonymous with what it means to be a St Cuthbert's girl.

Building on this legacy, our **SERVICE** values form a framework that encapsulates the spirit of the College.

Our values are intrinsically woven into our ethos of service:

- **SPIRIT:** We have confidence and pride in who we are and know that we are connected to something greater than ourselves.
- **EXCELLENCE:** We strive for our personal best for the greater good.
- **RESILIENCE:** We are strong in character and adaptable when approaching new challenges.
- **VALOUR:** We exemplify authenticity, courage and perseverance in matching our beliefs with action.
- **INTEGRITY:** We embody honesty and respect in our learning, communities and environment.
- **COLLABORATIVE:** We harness our diversity and unique perspectives, recognise the power of teamwork and strive for shared goals.
- **EMPATHY:** We care for one another, with kindness, compassion and humility.

These values not only reflect what it means to be a St Cuthbert's student but also embody the principles that we, as staff, strive to uphold and model every day.

Position Overview

This pivotal role involves coaching and developing junior-level swimmers aged 8–16 years within the St Cuthbert's College Aquatic Centre. The Junior Squad Coach will be responsible for planning and delivering engaging training sessions, fostering strong technique and team culture, and supporting the pathway to competitive swimming. This role supports the Aquatic Centre Manager and Swim School in delivering high-quality coaching aligned with the College's values and standards.

The College reserves the right to review the Job Description as outlined below.

Key Accountabilities

Coaching and Program Delivery

- Coach swimmers in the Junior Squad with a focus on technique, skill development and progression.
- Plan and deliver level-appropriate, engaging training sessions.

- Monitor and record swimmer progress and contribute to squad assessments and selections.
- Provide ongoing feedback and encouragement to swimmers.

Communication and Collaboration

- Communicate effectively with students and families.
- Collaborate with the Aquatic Centre Manager and Swim School team to align squad objectives within the wider aquatic program.
- Foster an inclusive and positive team culture.
- Assist with relevant administrative and operational tasks related to the squad.

Professional Development

- Pursue ongoing professional development through best practice, research-led pedagogical knowledge.

Health & Safety Responsibilities

- Adhere to the College Health & Safety policies.
- Ensure high standards of health and safety and behaviour on the pool deck.
- Maintain safe and organised work areas.
- Know and follow emergency procedures.
- Ensure compliance with safety regulations.

The above key tasks, responsibilities etc within this role are not meant to be limiting – rather to give an outline of essential duties of the position that may change from time to time, which will require flexibility.

Equal Employment Opportunity

St Cuthbert's College is an equal opportunity employer committed to promoting equal employment opportunities.

Key Relationships

Internal Stakeholders:

- Aquatics Centre Manager
- Swim School team
- Health and Safety Advisor

External Stakeholders:

- Students and swimmers
- Parents, caregivers and families
- Members of the public using the Aquatic Centre facilities
- Wider College community

Qualifications and Experience

- Proven experience coaching junior or development-level swimmers

- Strong technical knowledge of stroke development and competition preparation
- Current swim coaching certification (e.g. Swimming NZ or equivalent)
- Lifeguard and First Aid certification (or willingness to obtain)
- Collaborative and professional approach to coaching
- Valid New Zealand working rights

Skills, Competencies and Alignments

Key Competencies

- Outstanding interpersonal skills
- Strong writing skills
- Excellent communication abilities across all stakeholder groups
- Strategic thinking and problem-solving skills
- Strong organisational, planning and administrative capabilities
- Strong ILT skills and integrating ILT into practice

Personal Qualities

- High emotional intelligence
- Adaptable and flexible approach
- Empathetic and approachable personality
- Resilient and adaptable leadership style
- Results-oriented and self-motivated
- Proactive problem-solving mindset
- Professional demeanour and presentation

Values and Alignments

- Strong moral compass
- Commitment to the ethos and values of the College – “By Love Serve” principles
- Commitment to all-girls’ education and empowering young women
- Cultural awareness
- Values community connections
- Awareness of & commitment to educational excellence, including best practices globally