

The Latin School of Chicago Aquatics Department is seeking passionate and motivated full-time/benefits eligible **Club Aquatics Director**.

JOB OVERVIEW:

Reporting to the Director of Aquatics, the Club Aquatics Director will serve as head coach of the Chicago Latin Swim Club and Roman Water Polo Club as well as develop aquatic programs that serve needs of the greater Latin community. This role also includes coordination of pool activities throughout the year and supporting the overall goals of Aquatics at Latin. They cultivate a positive team culture, develop athletes and coaches to their highest potential, and maintain a professional, safe and supportive environment.

Overall goals of Latin Aquatics include:

- Develop local and national recognition for the Chicago Latin Swim Club and Roman Water Polo
- Generate revenue for the school through diverse aquatics programming
- Attract participants from throughout the Chicagoland area
- Promote pool safety at all times while developing the next generation of student-athletes.

HOURS:

On-Deck hours: Fall, Winter, & Spring, 5:00pm-8:45pm Monday through Friday, plus Saturday 9:00am-2:00pm. Summer 7:00am-10:00am and 4:00pm-7:00pm Monday-Friday. Additional weekend hours during competition events. Hours fluctuate seasonally depending upon when programs are in session.

Office Work Hours: Approximately 2-3 hours of additional "dry side" tasks required per day (i.e. emails, scheduling, billing, parent communication, etc.)

COMPENSATION: \$43,000 - \$48,000 annual salary plus medical, dental, vision, 403(b) with match and other benefits.

DUTIES AND RESPONSIBILITIES:

Head Coach, Chicago Latin Swim Club (CLSC)

- Serve as primary coach for one or more age groups
- Provide on-deck coaching and leadership for the entire age group program
- Hire, train and supervise coaches, providing regular feedback
- Run tryouts for new team members throughout the year
- Maintain website and lines communication with participants
- Perform club management tasks including team scheduling, billing, and maintenance of attendance records
- Serve as club representative for IL Swimming House of Delegates Meetings
- Act as point person for club uniform and outfitting needs with aquatic vendor
- Collect and manage waivers necessary for participation

Director of Saturday Aquatic Programming

- Provide on-deck coaching and leadership
- Hire, train and supervise coaches, providing regular feedback
- Help maintain website and lines of communication with participants
- Work to develop and implement unique aquatic offerings such as water polo, lifeguarding, WSIT, swim lessons, synchronized swimming, open water swimming, triathlon etc.

Pool Safety and Maintenance

- Order pool equipment and maintain appropriate inventory of pool equipment
- Maintain proper records and data including: Incident reports, safety equipment maintenance, and repair log (in conjunction with Facilities department)

Professional Development

- Maintain up-to-date knowledge of coaching, pool safety, and facility management through trade publications, workshops, etc.
- Work with Aquatic Director on new initiatives

Qualifications

Education & Experience:

- Bachelor's degree or equivalent, Education degree or coursework preferred
- Previous experience in competitive swimming and/or water polo
- Lifeguard and USA Swimming certified, or willing to become certified within 30 days
- 5+ years of work experience in youth athletics/coaching

Skills & Abilities:

- Ideal candidates are equipped to cultivate a positive team culture, develop athletes and coaches to their highest potential, and maintain a professional, safe and supportive environment
- Model appropriate sportsmanship towards athletes, coaches, parents and officials and opponents.
- Knowledge of industry specific software, including Meet Manager & Commit
- High degree of initiative, desire to think creatively and strategically, always acting with integrity
- Self-motivated and ability to work as a member of a team
- Punctual, energetic and proactive with excellent interpersonal, communication skills, and organizational skills

Latin School of Chicago is committed to bringing together a diverse faculty, staff, and student body. We encourage candidates who represent the broad, diverse community to which we aspire. Latin School of Chicago is an Equal Opportunity Employer committed to an inclusive school experience for all.

Latin School of Chicago embraces diversity of people, cultures, and ideas and is an equal opportunity employer.