



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

DISCOVER YOUR PASSION

EXPLORE A CAREER AT THE PENOBSCOT BAY YMCA

Job Postings as of June 2016

◇ [COMPETITIVE SWIM DIRECTOR / HEAD COACH](#)

Position Summary:

Join the Penobscot Bay YMCA, one of the fastest growing YMCAs in Northern New England. Live on the beautiful coast of Maine, surrounded by abundant nature resources, great schools and modern YMCA facilities. Established swim team with nearly 100 swimmers and a history of high achieving athletes. We are looking for a high energy professional to bring passion to the pool deck each day and share that love for swimming with our athletes.

Job Description:

Penobscot Bay YMCA is seeking a successful and proven Competitive Swim Director / Head Coach. Under the direction of the Aquatics Director, this individual is responsible for the management of the swim team in accordance with the rules and regulations set forth by the YMCA of the USA, USA Swimming and the Penobscot Bay YMCA. The person filling this position needs to possess knowledge of competitive swimming and be able to utilize various instructional techniques based on age and ability. This individual is expected to form positive relationships, mentor as appropriate and effectively communicate with coaching staff, swim team members, parents and the Penobscot Bay YMCA Community in general. The successful candidate must have a vision for growth and be willing to work within the Aquatics Department and community to develop a larger, year-around competitive swim program.



Essential Functions:

- ◆ Directs and supervises program activities to meet the needs of the community and fulfill YMCA objectives. Establishes new program activities and expands program within the community in accordance with strategic and operating plans. Develops and maintains collaborative relationships with community organizations.
- ◆ Hires, trains, schedules and directs personnel and volunteers as needed. Reviews and evaluates staff performance. Develops strategies to motivate staff and achieve goals. Ensures records of staff certifications are current and complete.
- ◆ Monitors team activities to adhere to all state, local and YMCA health and safety regulations.
- ◆ Plans and monitors all aspects of training and competition, including swim team practice and meet schedules.
- ◆ Assists in the marketing and distribution of program information.
- ◆ In conjunction with the Aquatics Director, develops and monitors program budget to meet fiscal objectives.
- ◆ Assists in YMCA and Swim Team fund raising activities and special events.
- ◆ Effectively communicates to all competitive swimming stakeholders including; participants, parents, assistant coaches, members and fellow Y staff members.
- ◆ Compiles and manages program statistics and data. Monitors and evaluates the effectiveness of and participation in program.
- ◆ Create and implement developmentally appropriate training programs for all swim team athletes.
- ◆ Instruct swim lessons and stroke development clinics to participants of all ages.
- ◆ Creates and maintains a positive, supportive team environment, where all athletes grow and develop into healthy young adults.

Cause-Driven Leadership® Competencies

YMCA COMPETENCIES: Team Leader

Mission Advancement: Models and teaches the Ys values. Ensures a high level of service with a commitment to changing lives. Provides volunteers with orientation, training, development, and recognition. Cultivates relationships to support fund-raising.

Collaboration: Champions inclusion activities, strategies, and initiatives. Builds relationships to create small communities. Empathetically listens and communicates for understanding when negotiating and dealing with conflict. Effectively tailors communications to the appropriate audience. Provides staff with feedback, coaching, guidance and support.

Operational Effectiveness: Provides others with frameworks for making decisions. Conducts prototypes to support the launching of programs and activities. Develops plans and manages best practices through engagement of team. Effectively creates and manages budgets. Holds staff accountable for high-quality results using a formal process to measure progress.



Cause-Driven Leadership® Competencies Continued

YMCA COMPETENCIES: Team Leader

Personal Growth: Shares new insights. Facilitates change; models adaptability and an awareness of the impact of change. Utilizes non-threatening methods to address sensitive issues and inappropriate behavior or performance. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

Preferred Qualifications:

- ◆ Bachelor's degree in related field or equivalent work experience.
- ◆ Three years of coaching experience.
- ◆ Certified YMCA or Red Cross Lifeguard, CPR, AED and First Aid certifications.
- ◆ YUSA'S Principles of YMCA Competitive Swimming and Diving Certification.
- ◆ ASCA Level Two Coaching Certification.
- ◆ Demonstrated written and verbal communication skills.
- ◆ Strong organizational skills, including the ability to handle multiple tasks and prioritize time demands.
- ◆ Working knowledge of modern aquatic facilities procedures, practices, and equipment.
- ◆ Knowledge of current competitive swimming training techniques and ability to teach all four strokes.
- ◆ Clean driving record and ability to pass mini bus driving test.
- ◆ Must be at least 21 years of age.

Excellent benefit package which includes 7% retirement upon eligibility, 403B plan, health, life insurance, generous PTO plan, professional development opportunities and complimentary use of YMCA facilities.

Salary Range: \$14-\$16 per hour (non-exempt)

Send completed application, cover letter, resume and three professional references to:

Susan Howland

Director of Operations

Penobscot Bay YMCA

PO Box 840 Rockport, ME 04856

Email: showland@penbayymca.org

Fax: (207) 236-8458

No telephone calls please. Visit www.penbayymca.org to print an application.