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YMCA OF GREATER HARTFORD JOB DESCRIPTION

Job Title: Head Swim Team Coach
FLSA Status: Non-Exempt
Job Grade:
Primary Department: Swim Team
Reports to: Aquatics Director
Revision Date: 10/23/2025
Leadership Level: Leader

The YMCA of Greater Hartford is an association open to all committed to helping people reach their potential in spirit, mind, and body. Our commitment is based on the belief that the purpose of this three-fold development is to live out the values of Caring, Honest, Respect and Responsibility.

POSITION SUMMARY:

Under the supervision of the Aquatic Director, the Head Swim Coach will be responsible for carrying out the overall purpose, goals, objectives and philosophies of the YMCA of Greater Hartford and the YMCA of the USA. The Head Swim Coach should be ready to take the Swim Team Program to the next level.

ESSENTIAL FUNCTIONS:

1. Directs and supervises program activities to meet the needs of the community and fulfill YMCA objectives.
2. Establishes new program activities and expands program within the community in accordance with strategic and operating plans.
3. Develops and maintains collaborative relationships and partnerships with community organizations.
4. Promotes and models strong character development among program participants and staff; encourages habits that foster a strong community and team spirit that is consistent with YMCA core values.
5. Understands and completely adopts the Team Philosophy. Then ensure that the (often rotating) board members, assistant coaches and parents all understand and model it as well.

6. Attends and league board meetings, and takes charge on any issues that may affect swimmers or coaches, vote in line with the coach philosophy and other association coaches.
7. Recruits, hires, trains, develop schedules and directs coaches and volunteers as needed. Reviews and evaluates coach performance.
8. Develops strategies to motivate staff and achieve goals. Ensures
9. Records of staff certifications are current and complete.
10. Oversee, support and communicate with the coaching staff. Provide educational opportunities where possible to coaching staff and volunteers.
11. Develop and implement an appropriate training program, practice schedule and meet schedule for the entire coaching staff and team. Ensure that all other programs and schedules are appropriate for the age, and adhere to the Team Philosophy.
12. Develop and implement "dry land" strength, conditioning and nutritional program appropriate for all age and swimming levels.
13. Meet with swimmers and/ or parents to discuss goals and progress, and to ensure that any concerns are addressed within a timely manner.
14. Proficient using Team Unify, Hytek Meet Manager and Microsoft applications.
15. Assists in the marketing and distribution of program information.
16. Monitors program budget to meet fiscal objectives.
17. Models relationship-building skills in all interactions. Responds to all member and community inquiries and complaints in timely manner.
18. Compiles program statistics. Monitors and evaluates the effectiveness of and participation in program.
19. Is knowledgeable of daily pool operations to adhere to all state, local and YMCA health and safety regulations.
20. Collaborates within the YMCA Aquatic Dept. to properly schedule pool facilities for all competitive swimming activities

QUALIFICATIONS:

1. 3+ years experience as a competitive swimmer; collegiate competitive swimming experience preferred;
2. 2+ years swim coaching experience preferred;

3. Possesses (or can obtain upon hire) USA Swimming and YMCA coaching credentials;
4. Must be able to demonstrate proficiency of swim skills and have a strong foundation in stroke mechanics and be able to communicate effectively with swimmers and their parents;
5. will require valid USA/ YMCA coaching certification
6. will weekend work at swim meets
7. Enthusiastic, dynamic presence with good communication skill;
8. Certifications: CPR for Professional Rescuer, AED, and First Aid certifications or willingness to obtain;
9. Twenty-one (21) years of age or older preferred.

PHYSICAL REQUIREMENT:

- Ability to walk, stand, and sit (including on the floor) for long periods of time.
- Must be able to lift up to 50 pounds in weight.
- Visual and auditory ability to respond to critical situations and physical ability to act swiftly in an emergency

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.