



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

CENTRAL CONNECTICUT COAST YMCA JOB DESCRIPTION

Job Title: **Competitive Swimming Director**

Job Code: CSWMDR

FLSA Status: Full-Time, Exempt

Job Grade: 9

Reports to: Executive Director

Revision Date: January 2026

Leadership Level: Team Leader

Department: 210 - Swim Team

POSITION SUMMARY:

This position supports the mission and work of the Y, a leading nonprofit, charitable organization. The Competitive Swimming Director is responsible for the leadership and management of the swim team in accordance with the rules and regulations set by the YMCA of the USA, USA Swimming, and the Central Connecticut Coast YMCA. The Competitive Swimming Director is expected to form positive relationships, mentor as appropriate and effectively communicate with coaching staff, swim team members, swim team parents, and the YMCA community.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Demonstrates and models the YMCA core values of caring, honesty, respect, and responsibility.
2. Leads, develops, and oversees the competitive swim program in a manner consistent with YMCA core values.
3. Recruits, trains, supervises, and evaluates program staff, maintains a high-quality professional staff.
4. Manages program in accordance with YMCA guidelines, including arranging tryouts, preparing training plans, swim meet and team administration, and volunteer recruitment and training.
5. Develops annual swim team budget and marketing plan in coordination with Executive Director.
6. Maintains accurate swimmer skill and time records, responsible for recognition and certifications.
7. Schedules swim meets and team building events and coordinates logistics with parent committee.
8. Supervises swim meet activities including warm-ups and events; follows all aquatic procedures and guidelines including those pertaining to health and safety, rosters, forms, meet achievements, reports, and staff expectations.
9. Coordinates team practice schedules with the Aquatics Director that will not conflict with member programs.
10. Provides opportunities to develop new team members through clinics.
11. Maintains physical presence at all times with swim team and staff and remains aware of pool surroundings and participants in the pool.
12. Develops positive relationships with participants and staff providing motivational support and guidance; maintains consistent scheduled office hours.
13. Assists with community events such as Healthy Kids Day, Open Houses, and Annual Campaign.
14. Shares responsibility for the success of the overall Branch performance and helps maintain a positive image for the YMCA.
15. Knows, follows, and enforces all YMCA policies, rules, regulations, and procedures, including emergency and safety procedures, and those for the prevention of child abuse.
16. Attends and participates in program activities, staff meetings, and staff trainings.
17. Participates in workshops, trainings, and seminars that will enhance professional growth.
18. Performs other job-related duties as may be periodically assigned.



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LEADERSHIP COMPETENCIES:

- Volunteerism
- Communication & Influence
- Emotional Maturity
- Inclusion
- Developing Self & Others
- Functional Expertise

QUALIFICATIONS:

- At least 21 years old with minimum three (3) years' experience coaching a competitive program.
- Lifeguarding, CPRPR, First Aid, AED, O2, ASCA, and YMCA coaching certifications.
- Safety Training for swim coaches within first 30 days of employment.
- Safe Sports Act training within first 90 days of employment.
- Proven experience in the management of competitive swimming and the ability to teach technique instruction for all ages and abilities.
- Advanced knowledge in practical, theoretical and psychological concepts of competitive swimming.
- Active membership in local, regional, and national swim coaching organizations.
- Proven ability to supervise, recruit, train, and support staff and volunteers.
- Demonstrated leadership skills in an outgoing, friendly, assertive, professional, and mature manner.
- Excellent planning and organizational skills.
- The ideal candidate understands the sport and wishes to establish "A CULTURE" of TEAM, a fun group of friends at all ages while at the same time possesses the skill set to challenge and encourage the older more committed student/athletes to be the best that they can be.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- 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.
- While performing the duties of this job, the employee is regularly required to talk or hear.
- Must be able to be in the water for extended periods of time and pass aquatic proficiency tests.
- Must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds.
- Sufficient visual and auditory acuity required to respond to emergencies in a timely manner in a busy pool environment.
- The noise level in the work environment is moderate to high.

SIGNATURE:

I have reviewed and understand this job description.

Employee's name

Employee's signature

Today's date: _____