



Edmonton AquaMasters club is seeking a Head Coach and Coaches for our 2022-2023 season. Our club provides both competitive and recreation programming for swimmers age 18 and older. Our season runs September to end of April, training twice a week (Friday evenings and Sunday mornings) out of Grant Macewan University pool. Time commitment per week is on average 2-4 hours of on deck time along with 30-60 minutes practice planning time per week. We end our season attending Masters Provincials with the possibility of additional training time to prepare for either Masters Nationals held in May or FINA World Masters Championships which are held every two years. Please contact Kris Girard at edm.aquamasters@gmail.com to express your interest in coaching with our club. Deadline for applications is August 22, 2022

Head Coach

To ensure that each coach has an active voice in club business and competition preparations. To streamline communication - provide consistent and clear messages, allowing for timely decision-making, problem-solving and individual leadership that supports the club on many levels. Ensure effective and timely information exchange between: Coaches <-> Head Coach, Senior Leaders.

1. Attends Senior Leader meetings.
2. Collects and provides coach reports for Senior Leaders Meetings.
3. Leads team selection using the club's team selection policy.
4. Updates club music device with all routine music files & provides digital music files for competitions.
5. Oversees scheduling for all club competitors at competitions.
6. Coordinates water shows and demonstrations. (Can be delegated)
7. Arrange coach meetings: pre-season, mid-season, pre competition, post competition and ad-hoc. Provide written meeting minutes to Senior Leaders. Up to a maximum of 8 hours of pay per regular season will be reimbursed by the club.

Coach Duties

Design and implement a training program intended to prepare Master's Athletes for competition. This program shall include:

1. Physical training.
2. Teach basic and advanced artistic swimming skills.
3. Teach and refine technical elements.
4. Music selection and preparation. (in consultation with swimmers)
5. Prepare lesson plan and implement/lead artistic swimming practices.
6. Provide suggestions to & assist Head Coach regarding team and extra routine selection. (See Team Selection Procedure and Process document)
7. Arrange team meeting in the first month following team selection. The purpose of the meeting will be to address goals, training and concerns.
8. Choreograph, develop and revise routines
9. Schedule 4 team meetings per season (October, December, February, March/April) with the Team Captains, Head Coach (optional) and President (optional). These meetings can be quick on deck discussions to review progress/goals.
10. Attend Whole Club meetings and deliver a brief verbal and/or written report (can be point-form). If unable to attend a Whole Club meeting, submit a brief written report to the President in advance of the meeting. Submit a report for Senior Leaders meetings, if requested. Reports to include such items as:
11. Attend coach meetings: pre-season, mid-season, pre-competition, post-season and as determined by Head Coach, up to a maximum of 8 hours per regular season will be reimbursed by the club. Head Coach to provide meeting minutes to Senior Leaders.

12. Pre-Competition & During Competition:
 - a. Provide a detailed schedule for the athletes' two Club practices before the team's first competition practice
 - b. Attend all competition practices, warmups and performances for athletes designated to the coach, or appoint designate if not able to attend
 - c. Competition simulation and preparation
13. Complete a yearly training plan by October 31 of each Club year & review with the Head Coach at a pre-determined time. Any major changes or revisions to this plan must first be approved by the Head Coach.
14. Provide ongoing feedback to President/Senior Leaders regarding Club swim programs.
15. Be responsible for the upkeep and set-up/take-down of all music and coaching equipment at each practice. Notify the Facilities and Equipment Coordinator of the need to repair, replace or purchase new equipment. Refer to "Use of Equipment Policy".
16. Be responsible for leaving the pool in a tidy manner after each swim practice and eliminate equipment hazards
17. Encouraged to attend social functions; expected to attend competition banquets especially when the banquet ticket has been purchased by the club.
18. Be professional and prompt at all times, including being on deck 10 minutes before the start of practice.
19. Adhere to the "Alberta Artistic Swimming Code of Ethics: Principles and Ethical Standards for Coaches, Athletes and Officials" (Appendix A).
20. Adhere to EAM Policies & Procedures.
21. Act as an advocate, role model and in a sportsman-like manner at all practices and meets, both on and off deck. This includes dressing in a professional manner as designated by Club expectations (Wardrobe Policy).
22. Upgrade coaching education on a continuous basis (based on availability of courses).

Qualifications: Candidates wishing to coach recreation or competitive programs for EAM must meet one or more of the following requirements.

23. Certified AquaGO! Instructor course
24. Completed the Competition Introduction Coach course
25. Certified Competition Introduction Coach
26. Completed the Competition Development Coach Course
27. Certified Competition Development Coach

Coaching Pay Scale

Years Coaching with EAM	AquaGO! Instructor Course	Competition Introduction Trained (NCCP 1)	Competition Introduction Certified (NCCP 2)	Competition Development Trained (NCCP 3)	Competition Development Certified (NCCP 4)
1	\$15/hr	\$17/hr	\$19/hr	\$21/hr	\$23/hr
2	\$16 hr	\$18/hr	\$20/hr	\$22/hr	\$24/hr
3	n/a	\$19/hr	\$21/hr	\$23/hr	\$25/hr
4	n/a	\$20/hr	\$22/hr	\$24/hr	\$26/hr
5+	n/a	\$21/hr	\$23/hr	\$25/hr	\$27/hr

- Returning coaches (consecutive seasons) receive a bonus of \$200 in September.
- Head Coach receives additional 4 hours per month of pay for planning time. To be confirmed with head coach on a yearly basis.**
- Coach receives 30 minutes of paid planning time per coaching day (this is in noted in coach contract)