



## Central Catholic Head Swim Coach

Central Catholic High School seeks a Head Swim Coach committed to educating student-athletes from diverse backgrounds in a Catholic community, committed to developing students who are relational and responsible, faithful and just, academically excellent, healthy and balanced. It is the responsibility of all faculty and staff to help develop Central Catholic students into people of character. Central Catholic believes that the interscholastic athletics program is an integral part of the total educational structure. Although participation in the program of interscholastic athletics is voluntary, the individual is of prime importance.

Central Catholic believes that the coach of every athletic activity must assume a significant role in forming Central Catholic character virtues in student-athletes (faith, responsibility, honesty, integrity, and courage). A coach should develop leaders, foster cooperation, and exhibit outstanding sportsmanship for emulation by students engaged in activities and as spectators. Coaches must insist upon sound academic pursuits, ethical behavior, and good citizenship. Coaches instill in participants a desire to be humble and display impeccable sportsmanship. Coaches must serve as role models in all of these qualities.

Central Catholic's Swim program has consistently been among the top high school programs in the state. The head coach hired for this position must provide leadership and direction and continue to grow the program.

### **Essential job functions:**

- Instruct athletes in the fundamental skills, strategy, and physical training necessary to realize individual and team success.
- Provide instruction to formulate moral values, strong work ethic, faith, responsibility, teamwork, sportsmanship, self-discipline, leadership, and self-confidence.

### **Duties and Responsibilities (Head Varsity Coach):**

- Works with the athletic director to schedule all practices, games, and trips.
- Supervises all Varsity practices, games, and team trips.
- Communicates clearly by developing policies (addressing athlete/parent issues and concerns) and procedures to keep athletes/parents informed (tryouts, practice and game times, location changes).
- Attends all required meetings, completes all training, and promptly submits all necessary paperwork.
- Prepares and organizes a pre-season meeting with parents, coaches and players.
- Participates in the budget process with the athletic director.
- Knowledge of all school, conference league, and OSAA policies.
- Post scores and Pitch Counts on the OSAA Website.

- Is accountable for all purchase orders, equipment, uniform and supply ordering, issuance, collection, inventory, and storage.
- Maintains discipline and works to increase morale and cooperation within the school athletic program and school community.
- Maintains good public relations with parents, media, and volunteers.
- Communicates and works with the athletic trainer.
- Updates the athletic director frequently during the season about any issues, concerns, or highlights
- Schedules and plans a post-season awards night for specific sport
- Completes required post-season forms

**Qualifications:**

- ASEP/NFHS and Coaching Certifications. (This can be completed after the hire.)
- The candidate for this position must complete all Archdiocesan required training and certifications.
- Ability to organize, supervise, and lead a sports program and assist coaches and teams.
- Coaching experience in the assigned sport is required.
- Knowledge of technical aspects of the assigned sport and willingness to continue to learn and examine new ideas pertinent to coaching and the assigned sport.
- Candidate will preferably be lifeguard certified

**Special Requirements:**

The person employed for this position must be able to verify identity and employment authorization and complete a background check and fingerprint check.

**Compensation:** Commensurate with experience

**Start Date:** Bonus pay for preliminary work that begins immediately with off-season planning/scheduling with the athletic director. The season starts on November 18, 2024.

**Length of Stipend Contract:** December-February

**Application Deadline:** Open Until Filled

**Application Process:**

Please email or fax your cover letter, resume, and three letters of reference to Kate Grewell, employment@centralcatholichigh.org or 503.688.1092 (fax).

Questions concerning this position should be directed to Kate Grewell, Director of Human Resources & Employee Experience, Central Catholic High School, 503-235-3138 x1280.