



Malvern Prep Upper School Swimming Assistant/JV Coach

Role Type

Part-time

Reports to

Head of Athletics

Job Summary

The Upper School Swimming Assistant/JV Coach supports the Head Coach in providing a positive, development-focused experience for student-athletes. This role assists with skill instruction and development, practices, meets, and supervision while contributing to the overall success and culture of the Upper School swimming program. Above all, the coach serves as a positive role model for our young men and is expected to uphold and embody Malvern Prep's mission and Augustinian values of Truth, Unity, and Love.

Ideal candidates will have 3–5 years of coaching or related swimming experience and must be available for weekday practices and meets, generally between 3:00–6:30 p.m., with availability for some Saturday meets or team activities.

While position responsibilities vary, every member of our community is expected to foster a culture of belonging and a supportive work environment by communicating effectively across differences, collaborating with others, demonstrating respect and empathy, encouraging individuals regardless of background or perspective, and supporting healthy work/life integration for themselves and their colleagues.

Qualifications

- Previous swimming or coaching experience preferred.
- Knowledge of swimming fundamentals, techniques, and skill development.
- Ability to assist with practices, matches, player development, and student-athlete supervision.
- Availability on weekdays for practices and matches, generally between 3:00–6:30 p.m.
- Ability to serve as a positive role model and mentor for young men.
- Commitment to supporting Malvern Prep's mission and Augustinian values of Truth, Unity, and Love.
- Strong communication, collaboration, and interpersonal skills.
- Demonstrated respect, empathy, and ability to work effectively with individuals from a variety of backgrounds and perspectives.
- Commitment to fostering a welcoming, supportive, and inclusive team and school community.



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Essential Duties

- **Coaching Support:** Assist the Head Coach with planning and leading practices, developing match strategy, coaching during matches, and supporting the overall operation of the Upper School swimming program.
- **Student-Athlete Development:** Support the development of student-athletes by providing instruction, encouragement, and constructive feedback during practices and competition.
- **Culture Building:** Model community-minded behavior, encourage positive interactions, and help implement team expectations that reinforce accountability, respect, and care.
- **Relational Leadership:** Build positive relationships with student-athletes and bring energy and creativity to the team environment so that each student feels seen, known, and supported.
- **Student Supervision and Accountability:** Provide appropriate supervision of student-athletes, verify student presence, maintain accurate attendance, and communicate attendance or other concerns to the Head Coach.
- **Mission Alignment:** Serve as a positive role model for student-athletes and uphold Malvern Prep's mission and Augustinian values of Truth, Unity, and Love.
- **Record Keeping:** Maintain accurate records related to team activities and position responsibilities and keep the Head Coach and appropriate colleagues informed as needed.
- **Technology:** Utilize swim-related technology and applications, as needed to support scheduling, matches, results, and other program responsibilities.
- **Collaboration:** Communicate and work effectively with the Head Coach, student-athletes, families, colleagues, and other members of the Malvern Prep community.

Competencies Required

- Highly organized and comfortable with deadlines and deliverables
- Responds to requests for information and feedback in an accurate, substantive, and timely manner
- Follows up with others in a timely fashion and exhibits dependability in all facets of his/her role
- Excellent interpersonal and communication skills
- Critical thinking skills
- Able to work independently and effectively with other team members
- Good team player and very reliable in working without close supervision
- Passionate about actively supporting the School's Athletic program
- Physical considerations: Typically lifts 10-20 pounds
- Psychological considerations: Attention to detail
- Hazard considerations: None

Application Instructions





Please send the following documents as a single document attachment, and be sure to include the position title in the subject line. All materials should be forwarded to employment@malvernprep.org.

- Resume (external candidates only)
- Cover Letter

Please visit www.malvernprep.org for additional information about our School.

Malvern Preparatory School is an Equal Employment Opportunity Employer. Diversity and inclusion have been and will continue to be an integral component of Malvern Prep's mission.

Malvern Preparatory School is a leading Independent Catholic school for boys grades 6-12, committed to the Augustinian values of Veritas, Unitas and Caritas, meaning Truth, Unity and Love. We foster a student-centered approach to learning, and we seek individuals who are innovative, creative and compassionate self-starters who can work collaboratively.

Edited: August 26, 2026