



Assistant Swim Coach

Golden Hills Golf & Country Club is accepting applications from enthusiastic individuals to serve as Assistant Swim Coaches for the 2019 swim season. Two Assistant Swim Coach positions are available.

ABOUT THE POSITION

Assistant Swim Coaches report directly to the Head Swim Coach. Assistants teach the fundamentals of competitive swimming in a positive environment. Duties include coaching the swim team, providing instruction and guidance during training sessions, and performing related work as required. The Assistant Coach is responsible for working with the Head Coach to ensure the development of each individual swimmer while encouraging sportsmanship, healthy competition, and attendance at meets. The Assistant Coach is expected to support the discipline of regular swimming practices consisting of technique demonstration and drills along with age-appropriate motivation, encouragement and fun.

ESSENTIAL FUNCTIONS OF THE POSITION

Essential and other important responsibilities and duties may be included, but are not limited to the following:

- Attend all scheduled swim meets, swim team staff meetings, registration and parent meetings.
- Supervise all swimmers; help coordinate volunteers. Coordinate practice group scheduling and assign athletes to appropriate training groups.
- Plan, prepare, and conduct team practices in accordance with Head Coach.
- Assist in the creation of all swim meet line-ups and information. Have basic computer skills in Microsoft Word, Excel, or related programs.
- Actively coach swimmers in competitive stroke training to improve stroke technique and improve swimmers competitive swim times.
- Help recruit new swimmers to the program.
- Help coordinate and attend all swim team special events and fundraisers.
- Demonstrate exceptional customer service skills in all communications.
- Observe all safety and operational requirements of the club facilities.
- Develop strong teambuilding qualities through demonstrated leadership.
- Other duties: *Maintain good communication with parents of swimmers through discussions, emails, the team website, etc. Help maintain appropriate records of all swim team meets and results. Help maintain appropriate records of all swim team members times and records. Make sure all swim team equipment is in good working order.*

REQUIREMENTS OF THE POSITION

- Current certifications: American Red Cross in Safety Training for Swim Coaches, First Aid and CPR (or their equivalents) or current Lifeguarding, CPR and First Aid certificates.
- Previous swim team involvement (competing and/or coaching experience).
- Additionally, prior to employment, Federal law requires proof of one's identity and eligibility for employment in the United States.

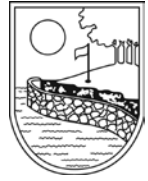
TO APPLY

A COMPLETED APPLICATION IS REQUIRED, resumes will not be accepted **in lieu of** an application. Applications, accompanying resumes (if available) and copies of required certificates must be remitted by **March 22, 2019**. Remit to:

Golden Hills Golf & C. C. 100 Scotland Drive Lexington, SC 29072 or email: dian@goldenhillsgolf.com

GOLDEN HILLS GOLF & C. C.

Employment Application



APPLICANT INFORMATION			
Last Name		First	M.I. Date
Street Address			Apartment/Unit #
City		State	ZIP
Phone		E-mail Address	
Date Available		Social Security No.	Desired Salary
Position Applied for			
Are you a citizen of the United States?		YES <input type="checkbox"/> NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?		YES <input type="checkbox"/> NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?		YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, explain

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

PREVIOUS EMPLOYMENT

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature	Date
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