

# Riverside Aquatic Club



Job Title: Senior Coach *or*  
Senior Coach/Associate Head Coach

Reports To: Head Coach, Board of Directors

Objectives: The Senior Coach is responsible for the day-to-day operations of the high school and senior-level athletes. At this level, athletes should be focusing on a well-rounded training plan, including in-water and dryland training. Other topics and goals of this group should include leadership, nutrition, swimming opportunities after high school, and community engagement. This position requires collaboration with the Head Coach to create technique and training progressions for the team.

The Associate Head Coach works with the Head Coach, Business Manager, and Board of Directors on the administrative operations of Riverside Aquatic Club. Shared duties with the Head Coach are listed below. *Experience preferred.*

Salary: TBD

## Coaching

- Maintain USA Swimming Coaches certifications
- Coach Senior Group 5-6 days a week
- Prepare monthly/weekly training plans and daily practices, dry land sessions
- Attend and coach at RAC-hosted meets
- Attend and coach at meets as directed by the Head Coach
- Assist with evaluations and group placement of swimmers
- Establish and maintain relationships and open communication with parents
- Attend staff meetings as directed
- Maintain a positive working relationship with the Board of Directors
- Other duties as directed by the Head Coach and BOD

## Presumed Administrative Duties

- Assist the Head Coach and BOD to develop plans and strategies to grow participation and retention for all levels
- Assist the Head Coach and BOD in developing and maintaining policies
- Assist the Head Coach and BOD in the coordination of parent meetings
- Attend Board of Directors meetings as directed
- Assist in planning RAC-hosted events
  - Post meets to the RAC website and submit RAC entries to host teams
  - Prepare and submit all paperwork and electronic files for RAC-hosted meets to Indiana Swimming
  - Send meet results to Kentucky Swimming and visiting teams
  - Assist the Business Manager in job preparation for parent volunteers for hosted meets
  - Assist the Business Manager and the Assistant Meet Directors (parent volunteers) in meet operations

- Provide coverage for groups as needed
- Coordinate and conduct swimmer evaluations (annual and ongoing evaluations)
- Process swimmer registrations and placements via Team Unify
- Attend the annual House of Delegates as needed
- Submit fliers to the school corporation for approval and distribution to schools



Note: Riverside Aquatic Club has a long-standing relationship with New Albany-Floyd County Schools. The RAC Senior Coach has also served as the Head Coach for Floyd Central HS Boys & Girls Swimming & Diving teams, these positions are hired independently of RAC. Please see the NAFCS Employment page for more information regarding the FCHS job requirements and hiring process.

**Please submit all resumes and inquiries via e-mail ([riversideaquaticclub@gmail.com](mailto:riversideaquaticclub@gmail.com)).**

Hannah Manger, Head Coach  
Tracy Guilford, RAC Board President  
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