



## **St. John Paul II Catholic High School Head Swim & Dive Coach**

### **Overview:**

The Head Swim & Dive Coach of St. John Paul II High School (JPII) is responsible for the overall vision, strategy and direction of the Swim & Dive program consisting of student-athletes in grades seven through twelve. A leader with strong integrity both on and off the pool deck, the Head Coach will align the Swim & Dive program to reflect the mission of the school and its core values. The Head Coach will instill a high level of appreciation for the discipline related to the sport while highlighting the importance of hard work, sportsmanship, and accountability. The ideal candidate will excel at building strong relationships with all stakeholders involved in the program and greater JPII community.

*While this is a supplemental coaching position, we are committed to hiring full-time coaches whose experience and licensure/certification align with the current needs and resources of the school. For a list of available full-time positions, please visit <https://www.jp2falcons.org/employment>.*

### **Qualifications:**

- Previous coaching experience at the high school or collegiate level, preferably at a private school
- Bachelor's Degree Preferred
- Ability to work effectively with staff, students and parents; familiarity with AHSAA rules, regulations, procedures, and policies
- Ability to obtain First Aid and CPR Certification, along with Youth Protection requirements per the Diocese of Birmingham
- Participation in swim & dive at the high school, collegiate or professional level(s) preferred
- Strong oral and written communication skills are required
- Ability to communicate effectively with the media, school administration and greater community
- Excellent interpersonal, organizational, leadership and supervisory skills

### **Performance Responsibilities:**

- Responsible for all matters related to the swim & dive program including, but not limited to, player personnel, off-season conditioning, scheduling, fundraising, care/maintenance of equipment and uniforms along with supervision of players during practice, meets, travel and other team functions
- Directly responsible for developing, evaluating, and producing a depth chart, directing the team during competition, conducting team meetings, and establishing consistent communication with the families of the swim & dive program
- Coach the student-athletes in competitive swimming strategies and techniques to prepare them for interscholastic swimming competitions
- Establish support and notoriety for the program and actively build relationships within the Huntsville swimming community and youth coaches
- Work with coaches of JPII Varsity sports to facilitate and encourage multi-sport athletes
- Exhibit enthusiasm and sincere interest in coaching and working with student-athletes while keeping in focus the character development of the young men and women of the program

- Ensure the safety and welfare of the athletes is a top priority in the organization and implementation of practice and meet situations
- Clearly communicate with individual student-athletes and the team about goals, performance, and progress
- Maintain an accurate roster and support the Athletic Department and Academic Interventionist regarding the academic and athletic eligibility of student-athletes
- Communicate and work with athletic trainer and parents involving student-athletes' injuries
- Monitor the safety conditions of the area in which assigned team is conducting workouts, practices, or meets
- Maintain accurate statistics, records, and results of the season
- Enforce discipline and sportsmanlike behavior at all times, and establish and oversee penalties for breach of these standards by individual student-athletes
- Work closely with the Athletic Department in scheduling games and practices
- Prepare and adhere to approved budget
- Maintain an accurate inventory of equipment, uniforms, and supplies and updates it after every season
- Inform student-athletes and families of all school-related policies and team rules
- Work to actively promote current student-athletes to collegiate athletic opportunities
- Ensure supervision for all games, practices, and organized team activities

#### **Administrative Responsibilities:**

- Comply with AHSAA rules and regulations
- Submit weekly Falcon Student-Athlete of the Week nominees
- Work with the Athletic Director to enhance the athletes' experience
- Follow proper budget and purchase order procedures
- Maintain and updates team and individual records
- Engage in professional development activities designed to improve coaching skills, strategies, and techniques
- Publicize team and individual accomplishments to the school's Communications Department
- Cooperate with requests for information from the Athletic office on time
- Present a professional image and provide a positive role model in terms of personal habits, language and conduct

#### **About St. John Paul II Catholic High School:**

St. John Paul II Catholic High School is a college preparatory school for grades 9-12, located in Huntsville, Alabama, and serving North Alabama. Founded in 1996 as Catholic High School, St. John Paul II Catholic High School is sponsored by the Diocese of Birmingham in Alabama.

#### **Our Mission:**

Inspired by our patron, St. John Paul II Catholic High School develops students in spirit, mind, and body through a Christ-centered, college preparatory education. As a welcoming community of faith, we encourage, challenge, and support our students to learn enthusiastically, lead honorably, and live responsibly so they will improve themselves and society through their faith and vocation.

**Interested candidates can apply by sending their resume, references (3) and any other relevant documentation to Athletic Director Matt McManus at**

**[mmcmanus@jp2falcons.org](mailto:mmcmanus@jp2falcons.org).**