



Town of Wytheville

Job Opening

Job Title: **Assistant Swim Team Coach**

(Part-time)

ANTICIPATED SALARY RANGE: \$16.30 - \$17.04 per hour; Actual pay will be DOE/DOQ and available funding.

JVA#: 2023-03

DEPARTMENT: Parks and Recreation

POSTED: May 23, 2023

POSITION SUMMARY: Reporting to the Aquatics Coordinator/Head Swim Team Coach/Program Developer, this position assists the Swim Team Head Coach in coaching members during practices and swim meets and perform other duties as assigned for three swim programs a year (Winter/Spring, Summer, Fall). In addition, assist with special programs for swim team such as but not limited to stroke clinics, swim banquet, and team events.

➔ **A Position Description and Additional Information may be found on the Town of Wytheville's Employment Opportunities webpage at <https://www.wytheville.org/employment>.**

MINIMUM DESIRED QUALIFICATIONS: A High School Diploma or equivalent, swim experience as a coach or participant swimmer, and familiarity with the Blue Ridge Swim League and USA Swimming strokes, rules, and regulations. A lifeguard Certification is required. Other requirements include American Red Cross Safety for Swim Coaches, which must be obtained within six months if hired; satisfactory results regarding a USA Swimming Background Check; Concussion Training by the National Alliance of Youth Safety; and USA Swimming Coach Level 1 Certification. Water safety Instructor Certification is required within twelve months if hired. The Town will pay for required training and certifications; however, if the employee resigns before twelve months of employment, fees paid by the Town must be reimbursed to the Town by the employee. Knowledge/Skills/Abilities: Ability to interact effectively with the public in a professional manner exercising tact and diplomacy, as well as establishing and maintaining effective working relationships with employees, supervisors, and the general public.

HOW TO APPLY: Applicants must complete an Employment Application to be considered for a Town job opening. Employment applications are available online at <https://www.wytheville.org/docs/general/employment-application.pdf>, or by visiting the Lobby of the Town of Wytheville Municipal Building at 150 E. Monroe St., Wytheville, VA and obtaining an application packet. Please submit a completed application by mail to Department of Human Resources, Town of Wytheville, P.O. Box 533, Wytheville, VA 24382; by fax at 276-223-3453; or via email to: human.resources@wytheville.org.

CLOSING DATE: Position is posted open until filled. Review of applications begins immediately and will continue until the position is filled or the posting is cancelled.

The Town of Wytheville is an Equal Opportunity Employer