

Norwich School Swimming Coach



JOB DESCRIPTION

Job Title: Swimming Coach
Reports to: Deputy Head (Co-Curriculum)
Contract: Zero-hour, fixed term until 31st August 2026

The Swimming Coach will work under the direction of the Deputy Head – Lower School (Co-Curriculum) and in liaison with our lead swim coach to deliver safe swimming lessons to our Lower School year groups.

The school provides Lower School pupils with access to swimming as part of their curriculum. Lessons are held at an external training pool, and pupils are transported there for lessons each Friday. The groups rotate between swimming and dance termly.

Norwich School has 3 primary aims to achieve through the sport programme:

- Developing people capable of excelling in a high performance sporting environment
- Providing a rich, broad range of sporting experiences for all to inspire improved capability, and sport for life
- Providing opportunities through sport experiences to equip pupils for a life of leadership and service.

In addition to the curriculum lesson, the candidate will also lead the Lower School Swim Squad, which will take place after school hours on Thursday evenings with a mixed age group of swimmers. This group will develop their ability to compete in local galas. The candidate will be responsible for taking the swimmers to the galas with assistance from Lower School staff.

The successful candidate will be able to work alongside our other staff effectively and deliver lessons that inspire improved pupil capability to swim while also challenging the individual needs within the group.

Responsibilities

- Assist the lead swim coach in the planning and delivery of swim lessons for pupils in the Lower School.
- Assist in supervision of pupils before and after swimming lessons.
- Ability to assess pupils capability through a structures certification and to assist with grades for pupils.

Safeguarding

- The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.
- Understand and implement the Child Protection Policies of the school and attend related training.
- Promote and safeguard the welfare of children and young people and ensure that all staff and volunteers share this commitment.

Other

- Participate in training and other learning activities as required

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- Undertake other similar duties and activities that fall within the band and role; and any other duties as may be reasonably required by the Deputy Head (Co-Curriculum)

PERSON SPECIFICATION

	Essential	Desirable
Education and Qualifications		
NGB Level 2 Swimming teaching/ coach accreditation or equivalent	X	
Current recognised Lifeguard qualification	X	
GCSEs at C grade or above in English and Maths or equivalent		X
Experience		
Experience of working with young children in a swim setting	X	
Experience of delivering in a school environment		X
Basic skills and competencies		
Excellent written, verbal, administrative and organisation skills		X
Hold an appropriate, current first aid certificate	X	
Personal Qualities		
Be a positive sporting role model to all stakeholders at the School	X	
Excellent communication and interpersonal skills	X	
Be flexible and able to adapt to a dynamic working environment	X	
Ability to work independently and as part of a team; working co-operatively and sensitively with others.	X	
The ability to work with a wide range of people, staff, parents and pupils	X	
Effective time management skills and the ability to balance competing priorities and achieve deadlines	X	



SALARY AND BENEFITS

Salary and Working Pattern

This is a fixed term, zero hours position until 31st August 2026. The hourly rate will be between £22.30 and £24.10 per hour, dependent upon experience and qualifications.

Pension

Subject to meeting the qualifying conditions, support staff are eligible for the Aegon pension scheme. The school will contribute 8% if the staff contributes a minimum of 4% of their salary into the scheme. Please note that this is a defined-contribution pension scheme.

Healthcare

Staff may benefit from a heavily subsidised private healthcare plan. To join, a full-time member of staff has to contribute £100 per annum. The spouse and dependent children may also join the scheme at the prevailing corporate rate.

Salary Sacrifice Schemes

Norwich School offers the Cycle to Work.

NOTE: Please note that Norwich School is located in the centre of Norwich with very limited parking. The successful candidate may apply for a parking space but success will be dependent on availability and on meeting the school's criteria for awarding parking spaces. However, the school is well served by public transport systems. Bus stops are located just outside the Cathedral gates and there are frequent services for the various Park 'n' Ride car parks as well as for other parts of the city and county. The Norwich mainline train station is only 5-10 minutes' walk from the school.