

Position Title	Department	Reports to
All-Star/Zone Assistant Coach	Oregon Swimming, Inc.	All-Star/Zone Head Coach
Employment Status	FLSA Status	Effective Date
Independent Contractor	Non-Exempt	12/1/2019

Position Description

The All Star/Zone (ASZ) Assistant Coach is integral to the success of OSI athletes at the All-Star and Western Age Group Zone Meets. The ASZ Assistant Coach answers directly to the ASZ Head Coach and works closely with all of the ASZ staff members to create a positive swimming experience for the ASZ athletes and staff.

The ASZ Assistant Coach position is a one-year contract, renewable upon a positive annual job performance review and approval of BoD, for no more than four (4) consecutive years. Coaches who have held the position of ASZ Assistant Coach for four (4) consecutive years are eligible to re-apply for the position, following a one-year break.

This position is paid with a stipend of \$100.00 per day in travel status.

Key Responsibilities

1. Organization and supervision of assigned ASZ athlete age group, utilizing best-practice, age-appropriate coaching methods to support and facilitate each athlete’s safety, personal growth, and competitive success while they are a member of an ASZ team.
2. Organization and supervision of assigned ASZ athlete age group, utilizing best-practice, age-appropriate coaching methods to support and facilitate the inter-personal growth and competitive success of the assigned age group, as a whole.
3. Review of each athlete application submitted for the assigned age group, ensuring documentation on each application is complete and accurate, including verification in SWIMS of entry times and other requested information. Contacts the applying athlete’s coach of record for further information regarding an athlete’s application, as appropriate.
4. Selection of athletes for the assigned age groups for the ASZ Teams, utilizing in-put and observations from the Head Coach, Team Manager, and other Assistant Coaches, as appropriate.
5. Knowledge and understanding of staff job performance expectations for the ASZ meets, as presented by the ASZ Head Coach.

6. Knows and assists in meeting entry deadlines for the All Star and Zone meets.
7. Knows and understands each meet's specific rules and regulations, including but not limited to positive check-in and scratch deadlines, entry limits, etc.
8. Assists in all trip preparations and assignments, as requested by the ASZ Head Coach and the ASZ Team Manager.
9. At all times, represents Oregon Swimming in a positive and professional manner.
10. Provides a meet report to the ASZ Head Coach within 15 days of the completion of each meet.
11. And all other duties or tasks assigned by the All Star/Zone Head Coach.

Key Qualifications

- **Minimum Qualifications:**

1. Current USA Swimming Coaching Certifications
2. A member in good standing with Oregon Swimming and USA Swimming
3. Minimum three (3) years successful experience directly coaching age-group athletes.

- **Preferred Qualifications:**

1. Successful experience coaching age-group athletes at the State, Zone, or National level.
2. Previous experience supervising and coaching athletes in a team travel setting.
3. Attendance at the OSI LC Championship Meet, prior to the WAG Zone Meet.