

TIDE Swim School Manager

Tide Swimming, a USA Swimming Silver Medal Club and 501c3 non-profit corporation, is seeking a full time manager to oversee and direct all aspects of Tide Swim School.

Tide Swim School currently operates out of three YMCA locations in Virginia Beach: Hilltop, Mt Trashmore, and Princess Anne. Current swim school enrollment is approximately 100 students. Current Swim school capacity is close to 400. We have also identified potential opportunities to increase capacity beyond current limits.

Tide Swim School's focus is to produce graduates who are proficient in the four competitive swim strokes and who are, as a result, prepared for competitive swimming. Most of our graduates go on to join Tide Swim Team or other local swim teams (summer, recreational, or high school).

The Swim School Manager will be responsible for complete program oversight and management: program planning, budgeting, and marketing; hiring, training, supervising, scheduling, and evaluating swim school staff; creating class schedules and managing registration; responding to all customer inquiries and other Swim School communication.

The Swim School Manager reports to the Executive Director and will occasionally present program updates upon request to the Tide Board of Directors. The Swim School Manager will also liaise with the staff of Tide Swim Team, specifically the Head and Associate Head Coaches as well as the Head Developmental, Age Group, and Senior coaches. The Swim School Manager will be expected to have a working knowledge of Tide's swimmer progression as well as the skills swimmers need to join the team at the various levels. The Swim School manager will also be afforded the same opportunities for professional development as the Tide Swim Team coaching staff.

The Swim School Manager will be required to submit to a background check every other year and will be expected to maintain all certifications and educational courses required for annual USA Swimming coach certification. The Swim School Manager will also be required to complete the CDC's online Concussion Protocol Training as well as the State of Virginia's Mandated Reporter Training.

The Swim School Manager must have at least 5 years of experience and proven success in swim instruction. Tide Swim School has an established curriculum, but the Swim School Manager should be able to improve upon and add to the curriculum as required so that the program is well organized and demonstrates a clear skill progression for all students. The ideal candidate will also have supervisory experience, experience managing (including budgeting) a learn to swim or other swim school program, and experience in working with the public. Strong verbal and written communication skills are required as well as strong organizational skills and keen attention to detail. The Swim School Manager must be a team player, a motivated self-starter, eager to learn, and receptive to feedback and suggestions.

Starting Salary: \$40,000/yr negotiable based on experience

Benefits: Optional employee health, life, dental, and vision insurance; 15 days of paid time off per year (increases with tenure), 3 sick days per year, 3 bereavement days per year, eight TIDE holidays per year