



WELLINGTON
COLLEGE
INTERNATIONAL
PUNE

JOB TITLE	Swimming Coach - Female	DEPARTMENT	Academic
REPORTS TO	Head of Sport		

Wellington College International Pune (WCIP) is seeking applications for an experienced **Female Swimming Coach** to provide engaging and progressive swimming instruction, supporting students in developing their swimming skills, fitness, confidence, water safety awareness and overall physical wellbeing, while encouraging participation in both competitive and recreational swimming.

Main Task and Responsibilities:

Key Responsibilities

Swimming Coaching & Instruction

- Plan and deliver engaging, progressive and age-appropriate swimming sessions.
- Coach students across different ages, abilities and levels of experience.
- Develop swimming technique, stamina, strength, water confidence and overall fitness.
- Assess student ability and monitor individual progress, providing constructive feedback.
- Prepare students for swimming galas, competitions, fixtures and other sporting events.
- Identify and support students with advanced swimming ability and competitive potential.

Sports Programme Development

- Contribute to the development and growth of the school's swimming and aquatic sports programme.
- Develop structured training programmes aligned with students' age, ability and development.
- Support swimming clubs, enrichment programmes and co-curricular activities.
- Work collaboratively with PE teachers and other sports coaches to promote a broad and inclusive sporting culture.
- Encourage participation, teamwork, resilience and a lifelong enjoyment of physical activity.

Student Wellbeing & Safeguarding

- Maintain a safe, positive, inclusive and encouraging environment for all students.
- Ensure appropriate supervision of students in and around the swimming pool.
- Follow all school safeguarding, health and safety, risk assessment and emergency procedures.
- Maintain high standards of pool safety, hygiene and professional conduct.
- Respond appropriately to emergencies and maintain current knowledge of first aid, CPR and water rescue procedures.



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- Act as a positive role model and uphold Wellington's values of Kindness, Courage, Integrity, Responsibility and Respect.

Communication & Collaboration

- Work closely with the Head of Sport and PE Department to support students' holistic development.
- Communicate effectively with students, colleagues and parents regarding student progress and participation, where appropriate.
- Maintain accurate records of attendance, assessment and student progress.
- Participate in school events, sports fixtures, meetings and professional development activities.
- Contribute positively to the wider life and community of Wellington College International Pune.

Qualifications & Experience

- Recognised swimming coaching qualification and/or relevant professional certification.
- Graduate Degree - BPED or other mandatory graduation
- Current lifeguarding, first aid and CPR certification.
- Proven experience teaching or coaching swimming, preferably within a school, international school or structured sports environment.

General Responsibilities

- Uphold the values and ethos of Wellington College at all times.
- Undertake additional duties as reasonably required by the Head of Sport or Other Department Heads.
- Demonstrate flexibility and adaptability in supporting the evolving needs of the school.

Skills and Personal Qualities

- Excellent written and verbal communication skills in English.
- Strong organisational and time management skills with the ability to multitask.
- High level of discretion and confidentiality.
- Proficiency in Microsoft 365 (Word, Excel, Outlook, Teams, SharePoint).
- Strong interpersonal skills and ability to build effective working relationships.
- Ability to work independently and under pressure.
- Detail-oriented, proactive, and solution-focused approach.