



Town of Norwood **EMPLOYMENT OPPORTUNITY**

Title: Norwood Stingrays Swim Team - Head Coach
Department: Norwood Recreation Department, 165 Nahatan Street
Status: Part-Time, Seasonal
Hours: 20 hours per week, effective June 1, 2026 – August 14, 2026
Salary: \$26.00 per hour, non-union, no benefits

General Summary: This position is responsible for planning and leading the swim season, providing effective coaching and skill development for swimmers, coordinating swim meets, and supervising support staff while maintaining strong communication with parents, league partners, and the Recreation Department.

Essential Job Functions:

- **PLANNING THE SEASON**
 - Plan each practice, write all group sets, and determine the emphasis for each practice session
 - Schedule Assistant Coach and coaches aids according to necessity on deck.
 - Plan age group assignments per time slots and staffing accordingly.
 - Determine swimmers' pace
 - Plan and hold parent meetings
- **COACHING SWIMMERS**
 - Lane assignments
 - Evaluate new swimmers and place them in correct swim groups
 - Instruct and correct stroke techniques
 - Recognize the strengths and weaknesses of each swimmer and help each individual reach their potential
 - Clearly communicate and work well with parents.
- **COORDINATING MEETS**
 - Coordinate swimmer assignments.
 - Model and teach sportsmanship and the importance of fair play.
 - Work closely with the League, other coaches, and attend any league meetings.
- **SUPERVISORY DUTIES**
 - Provide supervision To The Assistant Coach And The Coaches Aide.
 - Communicate with and work for the recreation department, recreation administrator

Minimum Qualifications:

- 18 years or older;
- Current CPR & First Aid certification (adults and children);
- Experience in competitive swimming and coaching a competitive swim team;
- It is expected that the Head Coach be committed to the entire season.
- Demonstrated competency in the following areas:
 - Water Safety Instruction;
 - Stroke techniques;
 - Experience working with children of various ages;
 - Excellent communication, organizational and supervisory skills;
 - Knowledge of Meet Manager;
 - Teamwork, motivational techniques, and patience.

**This posting is not meant to be inclusive of all job duties or qualification requirements. Complete job description is available by emailing the contact below.*

Interested candidates should submit a resume and letter of interest to the address below by **December 23, 2025**.
Please indicate requisition number #2025-032 on all posting materials.

[**jobs@norwoodma.gov**](mailto:jobs@norwoodma.gov)

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