



Kimberley Seahorse Swim Association Board Policy #4: Senior Swim Assistant

Senior Swim Assistant (SSA) positions will be filled by the Kimberley Seahorse Swim Association (KSSC)'s Board of Directors when an appropriate, currently active, swimmer has applied and majority support from the board is achieved. There will be a minimum of 0 and a maximum of 4 Senior Swim Assistant positions in any given season. If a candidate is the child of a member of the Board of Directors, the director in question will excuse themselves from all conversations and voting regarding the candidate.

The posting of a position will be posted on any KSSC social media accounts and emailed to all current swimmers on the email associated with their Active account.

The Senior Swim Assistant position will be an experience and mentorship position, and will be unpaid. The goal of the position is to introduce the swimmer to the role of coaching and allow them to take on a leadership role within the club.

Senior Swim Assistants will need to reapply each session they are interested in assisting with priority amongst applicants based on commitment, performance and skills.

The position of Senior Swim Assistant will be expected to support the coaching staff during Novice lessons, exact times and frequency to be determined based on the number of SSAs and Novice classes. SSAs may also be asked by coaching staff to fill leadership roles within practices and at swim meets.

Successful applicants for Senior Swim Assistant will be expected to:

- be a currently registered KSSC swimmer
- have been with KSSC for at least 2 full competitive seasons, prior to applying
- be minimum 13 years old
- Completed Bronze Cross (minimum)
- demonstrate leadership, strong team spirit and positivity
- have previously and continue to present themselves professionally within the community and on any social media

Policy created: April 9, 2025

Policy Adopted: March 10, 2026

Policy Review Date: To be reviewed Annually



Kimberley Seahorse Swim Association Board Policy #4: Senior Swim Assistant

To be considered, applications must include:

- Resume
- Cover letter that includes the swimmer's intent and reasons for applying for the position
- The details of their time commitment and availability
- As well as a written statement from the swimmer's parents, supporting their application for the position.

Termination of a Senior Swim Assistant will be discussed with the Kimberley Seahorse Swim Association (KSSC)'s Board of Directors (removal of parent(s) if on the board of directors) alongside the head and assistant coaches.

Exceptions to this policy, in an emergency situation when the board is unable to convene, may be agreed upon by at least 3 board members, with documentation; otherwise will be determined by a majority vote.

Policy created: April 9, 2025

Policy Adopted: March 10, 2026

Policy Review Date: To be reviewed Annually