



SWIM ENGLAND QUALIFICATIONS LEVEL 3 SWIM COORDINATOR COURSE INFORMATION SHEET

Description

The SEQ Level 3 Swim Coordinator Qualification has been designed to provide learners with the knowledge, skills and abilities to be an effective swim coordinator. It develops the wider view of the swim coordinator role for the efficient running of a swim programme, managing the swimming workforce and communicating with both internal and external colleagues. The programme is relevant to the current operating environment and learners will utilise working case studies from their own organisation, creating solutions which can be implemented immediately, to ensure the delivery of safe, high-quality and successful swimming programmes.

Role

This qualification is aimed at those currently acting as a Swim School Manager/Coordinator, or for those aspiring to be a Swim School Manager/Coordinator. This qualification ensures that coordinators can effectively and independently plan and manage the safe delivery of swimming programmes, operate the programme in the context of the overall business and manage the workforce.

Syllabus

This qualification is made up of 10 learning outcomes and 29 assessment criteria. On achievement of the qualification the learner will:

1. Be able to maintain their own professional development
2. Understand industry guidelines and legal requirements that relate to coordinating swimming Programmes
3. Be able to maintain and improve the deliver of swimming lessons
4. Understand effective approaches and methods for communicating with a variety of stakeholders
5. Be able to plan swimming programmes
6. Understand how to coordinate swimming programmes
7. Understand how to deal with the impact of swimming lessons of non-routine incidents
8. Be able to support the development of the swimming workforce
9. Understand the participant journey in order to maximise their experience
10. Understand how to analyse business performance and develop business improvement plans

Pre-requisites

Learners must be at least 18 years of age on the first day of the course.

Prior to joining the course, it is the responsibility of the SEQ Approved Training Centre to ensure that learners have the relevant depth of knowledge and ability to complete the assessment successfully.

It is recommended that learners hold the SEQ Level 2 Teaching Swimming Qualification (or equivalent, as approved by Swim England Qualifications), but this is not a requirement.

Assessment

The assessment for this course consists of an externally moderated portfolio of evidence.

The assessment portfolio will actively test the swim coordinator skills of the learner and will be based on a workplace scenario comprising of the type of information that would be available to a swim coordinator. Learners will answer questions based on how they would act as a swim coordinator.

The learner has 24 months from the start of the course to complete their portfolio for external moderation.

Booking Procedure

Complete the attached booking form and return via e-mail to training@yorkswimmingacademy.com or by post to:

York Swimming Academy Ltd.
10 Park Avenue
New Earswick
York
YO32 4DB

Payment is required at least 14 days prior to the commencement of the course. Payment can be made via BACS transfer or card payment over the telephone.

Payment Options

We understand that paying for a course in one instalment can be tough. We have created the following payment plan to ensure that our courses are accessible to all:

To reserve your place on one of our courses, learners can pay a 25% deposit at the point of booking. The rest of the course cost can then be paid either in full or in manageable monthly instalments. The full balance must be paid 14 days before the course start date.

For more information on our payment options, please contact training@yorkswimmingacademy.com.