



## **JOB FUNCTIONS (Cont.)**

7. The head coach shall attend all weekend swim meets, per the schedule agreed upon at the beginning of each season. Coaching substitutions, and requests for assistant coaches to attend, shall be approved by the President of the FRST board.
8. The head coach shall maintain the HYTEK team manager and HYTEK meet manager software files. Issuing pre-meet event schedules, maintaining updated time seedings, and preparing post-meet results for each swimmer attending swim meets.
9. The head coach shall submit all heat fee billing reports to the heat fee account manager.
10. The head coach will attend monthly FRST Parent Association Board meetings in order to provide a report of activity.

Note: Could possibly be combined with the evening Supervisor position.

Please forward a letter of application, resume, and any certifications to:

Fond du Lac Recreation Department  
85 Morningside Drive  
Fond du Lac, WI 54935  
(920) 929-2885

Application forms can be downloaded from the Fond du Lac School District Recreation Department's website.

[www.fdlrecdept.com](http://www.fdlrecdept.com)

Application deadline - Wednesday, August 15, 2007