



SWIM 21 CO-ORDINATOR

Role:

To co-ordinate the implementation/development of the Swim 21 initiative within the club.

Skills:

- Well organised and able to delegate
- Good administrative skills
- Enthusiastic and a good motivator
- Approachable
- Confident and a good communicator.

Main Duties:

- To organise and oversee the audit and action planning stages of the Swim 21 accreditation processes within the club.
- To liaise with the Regional Development Officers, Local Authority Sports Development Officer, Club Committee and Club Members
- To ensure that Club Members are informed of Swim 21 courses and seminars
- To liaise with the Treasurer and Management Committee with regards to funding the implementation of the Clubs Swim 21 Action Plan.
- To follow and promote the ASA Child Protection policy.

Commitment:

2 hours per week plus Committee Meetings

Signature _____

Date _____

Print Name _____