



Bethnal Green Sharks Swimming Club
(Affiliated to London Region, M.C.A.S.A. and Tower Hamlets Sports Council)

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.
 - Confident and effective communicator.
 - Approachable.
 - Enthusiastic.
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Main Duties

- Organise the action planning stages of Swim 21.
 - To liaise with the Regional Development Officers, Local Authority Sports Development Officer, Swim 21 Club Committee and Club Members
 - To keep the committee and club members updated on progress.
 - Ensure that information is available to all members with regards to Swim 21 courses and seminars.
 - Keeping effective records.
 - To follow and promote the ASA Child Protection and Equity Policies.
 - Collate all information required for presentation to regional panel.
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Commitment

Determined by the club approx. 2 hours per week.

Meetings as and when required.

Benefits to Self

Contribution to enabling a club to achieve its full potential.
