

# DIRECTOR OF SWIMMING

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## Role

To coordinate all aspects of training, development and competition.

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## Skills

- Well organised and efficient
  - Sound knowledge of the club
  - Confident and effective communicator
  - Ability to motivate swimmers, coaches and volunteers
  - Able to work within a team environment
  - Demonstrate an appropriate level of technical knowledge: will normally hold ASA Club Coach or Teaching Certificate.
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## Main Duties

- To ensure the aims of the club are met
  - To be involved in all aspects of the club and specifically coordinate all swimmer training, development and competition
  - To ensure regular meetings of the coaches/teachers are held and minuted
  - To oversee and coordinate the development of coaches/teachers including appraisals
  - To liaise and establish links with local schools and other swimming clubs
  - To liaise and establish links with the appropriate sports development officers
  - To follow and promote policies of the club and ASA
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## Commitment

Approx 18 hours per week.

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## Benefits to Self

An extremely rewarding role within your club.

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## Further Development/Support

*ASA Team Managers Training Programme*

A training opportunity available through the ASA Regional Training Network, for your nearest training centre visit the ASA website [www.britishswimming.org](http://www.britishswimming.org) or telephone the ASA on 01509 618700

Training opportunities are available through the ASA Regional Training Network, for your nearest training centre visit the ASA website [www.britishswimming.org](http://www.britishswimming.org) or telephone the ASA on 01509 618799

If you have any queries regarding volunteering within the sport contact your County Volunteer Coordinator, details available on the ASA website [www.britishswimming.org](http://www.britishswimming.org) > *Volunteers and Officials*

Ringwood Seals Swimming Club

ASA Volunteer Contact

Matt Sturgess - ASA National Volunteer Coordinator

Tel: 01509 632254 Email: [volunteering@swimming.org](mailto:volunteering@swimming.org)

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**Useful Websites**

ASA website	<a href="http://www.britishswimming.org">www.britishswimming.org</a>
Sport England	<a href="http://www.sportengland.org.uk">www.sportengland.org.uk</a>
Volunteering England	<a href="http://www.volunteering.org.uk">www.volunteering.org.uk</a>
Millennium Volunteers	<a href="http://www.millenniumvolunteers.gov.uk">www.millenniumvolunteers.gov.uk</a>
DO-IT	<a href="http://www.do-it.org.uk">www.do-it.org.uk</a>
CSV	<a href="http://www.csv.org.uk">www.csv.org.uk</a>
Sports Coach UK	<a href="http://www.sportscoachuk.org">www.sportscoachuk.org</a>

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**Signatures**

Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_