

VERULAM AMATEUR SWIMMING CLUB
(Affiliated to ASA East Region)
www.verulam-asc.org.uk

TRAINING DEVELOPMENT OFFICER

ROLE :

To identify appropriate course to enable development of volunteers and coaches

SKILLS:

- Communication skills
- Well organised
- Enthusiastic
- Ability to motivate

MAIN DUTIES:

- Help identify the aims and requirements of the club with the Swim 21 Co-Ordinator
- Monitoring progress
- To seek out and identify appropriate courses and liaise with Funding Officer
- Select courses for the appropriate candidates
- To liaise with the Workforce Co-Ordinator to seek and identify appropriate volunteers and new recruits
- To develop, along with the committee, the clubs Action Plan
- To implement current action plan
- To develop along with the Head Teach and Head Coach the teaching and coaching activities of the club.
- To follow and promote the ASA Child Protection Policy

COMMITMENT

Ongoing responsibility

BENEFITS TO SELF

Contributing to creating a better structure of volunteers through personal development

Signatures:

Training Development Officer : _____ Date: _____

Chairperson: _____ Date: _____

