



Kettering Amateur Swimming Club relies on volunteers for the smooth and effective running of the Club on behalf of its 240 members. We are governed by committee, led by our Chair who is supported by a volunteer structure. Our volunteers also have access to as much support from Swim England as required (formerly the Amateur Swimming Association). There are a number of ways you can support the club by volunteering some of your time. We are currently looking for volunteers to fill the following:

Team Manager

Introduction

Kettering Amateur Swimming Club is looking for a Team Manager, who ensures team cohesion at events and competitions, including selection of teams for League meets and other events. This may include the organisation of the logistics where the competition is at a different venue.

Who we are looking for?

- You will be enthusiastic with a good knowledge of the club and its athletes.
- You will be well organised, efficient, and work on own initiative.
- You will be an excellent communicator, with the ability to communicate to a range of individuals including; athletes, parents, coaches and event staff.
- You will have an understanding of competitions requirements to ensure athletes are prepared and ready to compete.
- You will be able to relay information in a concise manner and make quick decisions based upon the best interests of individuals and teams.
- You will have the ability to remain calm in difficult and changing situations.
- You will have an understanding of IT including use of word processing, databases and spreadsheets.
- You will hold an up-to-date Barred List Check and/or Enhanced DBS check and have completed approved child Safeguarding training within a reasonable time of taking up the position.

What is expected from you?

- To attend team manager training as required.
- To regularly communicate with parents, verbally and in writing, to ensure they are aware of the full details of the event.
- To be responsible for the administration and coordination of teams.
- To provide a central point of contact for the team.
- To be responsible for the safeguarding and wellbeing of athletes and staff.
- To attend pre-competition briefings as required.
- To provide information to athletes, coaches, parents/guardians as appropriate.
- To undertake team selections as appropriate and in consultation with Coaches.
- To promote positive team spirit and behaviours.

Level of commitment required

This will vary depending on the nature of the competition/event but would involve planning and preparation in advance and attendance at the competition/event as appropriate.



What support can you expect from KASC?

- Support and Training from existing Committee members

What support can you expect from Swim England?

- Access to resources and guidance via the 'Club Hub'.
- Direct contact with and support from the Swim England Club Development Officers
- Access and support from the Swim England membership team.

What will you gain from the experience?

This is a fundamental, and highly influential role which requires the individual to take on a certain level of responsibility to the team members. The success of which and impact on the Club will be determined by your own motivations and enthusiasms. As well as your ability to coordinate and manage teams during competitions, it is an opportunity to take on a new challenge and facilitate the performance of the Club and its athletes.