



JOB/ROLE DESCRIPTION: SCHOOLS & F.E. LIAISON OFFICER

Role

- Coordinate contact with local schools, colleges and further education establishments to promote competitive swimming with the Club

Skills

- Well organised and efficient
- Database skills
- Planning skills
- Confident and effective communicator

Main Duties

- Source, establish and develop sustainable links with local schools, colleges and further education establishments
- Manage and promote club links with identified schools, colleges and further education establishments
- Liaise with Club coaches and schools, colleges and further education establishments to organise taster/come and try/talent identification sessions
- Invite pupils/students to attend specific taster/come and try sessions
- Communicate delivery of taster sessions to schools
- Liaise with local schools, colleges and further education establishments, Sports/Swimming Development Officer, Schools Sports Coordinators & Active Sports Swimming Development Officer (where applicable)
- Distribute information as required to Schools, colleges and further education establishments on club programmes
- To follow and promote the ASA Child Protection policy and ensure that it is a key focus of the club.

Commitment

1 hour per week.

Current Post Holder: **Currently vacant (as at 16.01.2012)**