



Sevenoaks Swimming Club

Founded 1915

Affiliated to: ASA South East Region, Kent County ASA, RLSS

Job Description: Schools Liaison Officer

- Responsible to:** The Sevenoaks Swimming Club Committee
- Main Purpose:** To raise awareness of the Club and provide opportunities to meet training needs
- Skills Required:**
 - organised
 - good communication skills
- Time Commitment:** Approximately 2-4 hours per month

Key Tasks:

1. Develop links with organisations such as the English Schools Swimming Association, Kent Schools' Swimming Association
2. Develop links with local schools
3. Distribute club information to local schools
4. Promote opportunities within the club with local schools
5. Explain the aims of the Club and the benefits of Swim 21 accreditation
6. Ensure the Health and Safety of members at all times
7. Adhere to and promote the Amateur Swimming Association's Child Protection Policy
8. Adhere to and promote the Club's rules, regulations and other policy statements
9. Undertake any other tasks appropriate to this level of responsibility

Signatures: Schools Liaison Officer: Date:

Chairman: Date: