**Officials Co-ordinator**

**Introduction**

An Officials Coordinator is responsible for supporting all officials within the club, and most importantly, ensuring they have a meaningful and positive experience.

**Who we are looking for**

* You will be enthusiastic with a good knowledge of the club and its volunteer needs.
* You will be an excellent communicator.
* You will have a good understanding of the club volunteer roles and the ability to empathise with their needs.
* You will have good organisational and leadership skills and the ability to delegate.

**What do the club expect from you?**

* To act as a main point of contact for officials within the club.
* To build effective relationships with all club officials and the Swim England County Volunteer Network.
* To support the development of club officials by coordinating and helping organise appropriate training to meet their needs.
* To encourage parents to get involved with the club in some capacity

**Level of commitment required**

This will include ongoing weekly responsibilities, particularly in reference to recruiting and inducting new officials, and supporting existing officials.

**What will you gain from the experience?**

This is an integral and highly rewarding role which success and impact on your club will be determined by your own motivations and enthusiasms. As well as your ability to build effective relationships with and support the development of the club’s volunteers, it is an opportunity to take on a new challenge, engage and inspire others to get involved, and influence the growth and future direction of the club and its volunteers.