



Role Specification: Swimming Officials Co-ordinator

Responsible to: KCASA Swimming Committee

Main purpose: To head the Swimming Officials Committee and maintain the County list of swimming officials. To co-ordinate the appointment of suitably qualified officials for KCASA Swimming/Masters Championships/Competitions, the arrangement of swimming technical officials' training programme including CPD seminars and examinations

Skills required:

- well-organised
- excellent knowledge and understanding of the speed swimming and Masters competition regulations
- good IT skills

Time commitment:

- as a KCASA Council member, attend the Annual Council Meeting (2 hours)
- attend KCASA Swimming Committee meeting (approx five per year x 2 hrs)
- attend Swimming Officials Committee meetings (2-3 per year x 2 hrs)

Key tasks:

1. To head the Swimming Officials Committee which will include the Swimming Officials Examinations Co-ordinator and Swimming Officials Appointments Co-ordinator
2. To liaise with the KCASA Swimming Manager and the Kent Schools Swimming Association.
3. To produce a written report to the Annual Council Meeting in December each year
4. To promote Swim 21 accreditation
5. To adhere to and promote the Amateur Swimming Association's Child Protection Policy
6. To adhere to and promote KCASA rules, regulations and other policy statements
7. Undertake any other tasks appropriate to this level of responsibility

