



SCHOOLS LIAISON OFFICER

Role

To play a vital role in working with local education establishments and organisations

Skills

- 26 Well organised and efficient
 - 27 Sound knowledge of the club
 - 28 Enthusiastic about the role young people can play in your club
 - 29 Confident and effective communicator
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Main Duties

- 49 Source, establish and develop sustainable links with local schools
 - 50 Manage and promote club links with identified schools
 - 51 Liaise with Development Officer, Club Coach and Head teacher to organise taster/come and try sessions
 - 52 Invite pupils to attend specific taster/come and try sessions
 - 53 Communicate delivery of taster sessions to schools
 - 54 Liaise with local Schools, Sports/Swimming Development Officer, Schools Sports Coordinators & Active Sports Swimming Development Officer (where applicable)
 - 56 Distribute information as required to Schools
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Commitment

As and when required to communicate/ organise with schools

Benefits to Self

An opportunity to create valuable links with local young people and contribute to the future successes of the club

Further Development/Support

How to Communicate Effectively

A resource provided by Running Sport, available to download from their website

www.sportengland.org/runningsport

'The Role of the Secretary' ; 'Developing Your Sports Action Plan'
Resources provided by Running Sport, available to download from their website
www.sportengland.org/runningsport

Further training opportunities are available through the ASA Regional Training Network,
for your nearest training centre visit the ASA website www.britishswimming.org or
telephone the ASA on 01509 618700

If you have any queries regarding volunteering within the sport contact your County
Volunteer Coordinator, details available on the ASA website www.britishswimming.org >
[Volunteers and Officials](#)

ASA Volunteer Contact
Matt Sturgess - ASA National Volunteer Coordinator
Tel: 01509 632254 Email: volunteering@swimming.org

Useful Websites

ASA website	www.britishswimming.org
Sport England	www.sportengland.org.uk
NSPCC	www.nspcc.org.uk
Volunteering England	www.volunteering.org.uk
Millennium Volunteers	www.millenniumvolunteers.gov.uk
DO-IT	www.do-it.org.uk
CSV	www.csv.org.uk
Sports Coach UK	www.sportscoachuk.org

MOORE
SARAH MOORE
21/1/09