

## Team Manager Training

### Module 2 - Overnight Stays and Travel Abroad

Team Manager training is designed to ensure any volunteers who are taking groups of athletes to competition or camps, locally or abroad, are fully equipped to do their role. This course is recommended for anyone aged 16 or over, although it should be noted that an individual cannot take the role of a Team Manager fully until they turn 18.

#### Module 2 - Overnight Stays and Travel Abroad

This training is designed for Team Managers who have attended the ASA Team Manager Module 1 training and have gained experience in Team Managing at a local level. This workshop builds upon these experiences and aims to equip a Team Manager to manage a team staying overnight or travelling abroad effectively. The workshop is designed to achieve the following five objectives:

1. To build on learning from Module 1 and share experiences
2. To raise awareness of key areas in being a safe and effective Team Manager when staying away from home and travelling abroad
3. To identify likely problems and challenges associated with overnight stays and travelling abroad
4. To understand the value of risk assessments
5. To be aware of where further help, guidance and support is available.

Learning to manage a team can take a lifetime. The course is designed to ensure you have the right toolkit from the start. As a team manager you will receive updates from the ASA when necessary to allow you to fulfil the role to the best of your ability.

#### Great, where do I sign up?

Most Team Manager courses are run by the ASA regions, so if you are interested in attending please contact [volunteering@swimming.org](mailto:volunteering@swimming.org) and we will put you in touch with your relevant regional contact who will be able to advise if and when any suitable courses are due to run.

If there are a few individuals who need the training in a similar area (either within one club or a number of clubs in a network), you can actually apply to run your own course. For further information on how to do this, please see the resource for 'Organising a Team Manager Course.'

#### Have you thought about becoming a Team Manager Presenter?

If you are interested in delivering the Team Manager modules and training up the next generation of Team Managers, you can deliver your own courses as long as you are registered as an official Team Manager Presenter. Please see the resource 'Becoming a Team Manager Presenter' for further information.