

## Swim Coaches Forum Terms of Reference

### Role

1. This is an Advisory Group which provides recommendation and assistance in the promotion, development, and improvement of swimming within the Region.
2. The forum shall afford opportunities for senior coaches in the Region to exchange views and share good practice.
3. To provide a link and pathway for coaches within the County frameworks, giving them the opportunity to feed into the forum and for the forum to actively engage with them.
4. Create a collaborative and valued partnership which links into Swim England development programmes enabling all parties to exchange of information and views.
5. Communicate with and work in partnership with Swim England London Chairs of Swimming, Masters, Open Water and Para/Disability Discipline Groups.
6. To annually review and refresh Swim England London Swimming Championships.
7. To provide support, guidance and annually appraise the selection principles and criteria for all regional swimming development camps.

### Composition

1. Ten individuals appointed through open recruitment one of whom shall be elected to the role of Chairperson by the forum.
2. In addition, the following may attend:
  - a. Swim England London Staff Team
  - b. Regional volunteers: who specialise in specific aquatic workstreams such as Swimming Events, Talent Camps and Operational Development.
  - c. Minute-taker provided by Swim England London.

### Appointments

1. Ten individuals appointed by open recruitment through the region's website and social media platforms where there is access to an online application form.
2. Only one coach per club sanctioned to be a member of the forum.
3. Appointments to the forum will take into consideration the recommended skills-based criteria in clauses 4 and 5 below.
4. Individual coaches will meet the following:
  - a. Level 3 coach (or higher), or working towards Level 3 Coaching Qualification, or at the discretion of the forum.
  - b. Coaching at a club in the Swim England London Region.
  - c. Able to attend Coaches Forum meetings held during the day, midweek, throughout the year.
  - d. Agrees to consult with and distribute information to other coaches within their County to provide a collaborative and seamless transfer of information.
5. In addition, the coaches where possible will include:
  - a. A minimum of one coach representative of each County
  - b. Swimming coaches who have an additional interest/specialism in Masters, Open Water and Para/Disability Swimming

- c. Coaches who regularly produce finalists and medallists at National Championships.
  - d. A minimum of one coach involved in the development of age-group swimmers.
6. Coaches are appointed for three years. Three coaches will stand-down each year but may re-apply.
7. Coaches who do not attend two or more consecutive meetings may be required to stand down from their position on the Forum.
8. The Forum members will appoint a recruitment panel that consists of.
  - Two coaches
  - A minimum of one Swim England London staff member
  - One Swim England London representative
9. The Forum will appoint a chairperson, who is a Senior Coach and a member of the Forum to serve for one term of three years, with an option to extend for a second term.