

Role Description: Technical & Volunteer Development Lead (Diving)

Type of Contract:

Voluntary role for a term appointment of 3 years with all reasonable expenses paid

Location:

Swim England London Region

Responsible to:

Diving Committee Chair and Ultimately the Swim England London Management Board

Who can Apply:

Anyone who is a member or prepared to become a member of a Club affiliated to Swim England London

Brief Description:

As directed by the Swim England London Region Diving Committee Chair, take the lead on matters relating to Technical (Officials) & Volunteer development. With the aim of providing effective and rewarding development opportunities to the region's technical officials (Judge 1 & Judge 2), volunteers (Team Managers, Club Volunteers, Chaperones, Recorders, Announcers, Field of Play and Club Committee members) at all levels from novice to elite.

Key Responsibilities:

- Attend Diving Committee Meetings
- Provide leadership, as direct by the committee chair to areas relating to Technical (Officials) & Volunteer Development & where necessary
- Work with the Committee and Regional Staff to develop the regions diving Technical (Officials) & Volunteer Development Strategy
- Ensure that the committees Technical (Officials) & Volunteer Development strategy:
 - Meets the present and future needs of Diving in London
- Monitor, evaluate & report on the performance/success of the committees Technical (Officials) & Volunteer Strategy against allocated budget, targets and performance indicators, reporting back to the committee chair
- Prepare and provide reports on Club & Workforce development activity within the Region to the Committee or Chair as requested
- Lead the development and assist with the running of both technical officials and volunteer training

Job Criteria:

Effective Relationships

- Build effective relationships with all committee members, regional staff and the diving community in London ensuring all are committed to the common purpose.
- Builds & maintain effective relationships with external partners as required
- Actively contribute to the diving committees meetings, discussions and decision making process
- Further develop the committees existing relationships with regional staff, clubs & representatives
- Readily identify opportunities to share knowledge, information and learning and make progress by working with colleagues

Experience

- Experiences of sitting on a committee or in management, ideally within a sporting environment
- Competence in leading and carrying out strategic planning and delivery
- Strong communication skills
- Previous experience of club development or coaching development
- Experience of sports at regional/national level
- Involvement in, and knowledge of diving in a voluntary or professional capacity
- An understanding of charity/sports governance

Delivery

- Take ownership of problems in your area of responsibility
- Work effectively both independently and as part of a team
- Be able to prioritise and complete task within a given time frame
- Supports other members of the committee and its chair where possible to ensure the best possible outcomes
- Solve problems creatively by identifying the problem, evaluating the alternatives and finding innovative solutions
- Champion best practice within the region