

Job Description

Updated May 2026



Job Title: Masters Lead

Department: Swim England London

Reporting to: The Swim England London Board

Term of Appointment: 3 Years

Grade: Voluntary Role – (Remuneration for agreed expenses will be paid)

Job Purpose:

- To provide leadership and direction for Masters swimming development within Swim England London Region.
- Act as a liaison with the Regional Management Board, Regional Staff, other discipline committees, and Swim England National when required.
- Ensure alignment with the region's operational strategy and key objectives.

Our Values:

- To be clear & transparent
- To listen & respect others
- To spot, support & signpost.
- To collaborate & consult
- To be inclusive & diverse

Key responsibilities

The Regional Masters Swimming Lead will be fully supported by the Swim England London Region Swimming Committee, working collaboratively to deliver initiatives, share best practice, and ensure alignment with regional priorities.

- Lead and champion Masters swimming development across the region.
- Consult regularly with the Regional Discipline Development Officer and other relevant stakeholders.
- Respond to communications regarding Masters swimming promptly and professionally.
- Lead on the organisation and delivery of Masters swimming competitions and development initiatives within the region.
- Draft and implement a Masters Development Plan and annual budget using regional templates (with support from Regional Staff Team).
- Collaborate with the Swimming Committee Events Team to coordinate competition and event dates.
- Provide news and updates for publication in the regional newsletter and website.
- Prepare reports on Masters development activity for the Regional Management Board when required.
Provide news and information items for publication in the monthly newsletter and regional website.

Skills and experience required

Essential

- Swim England member and member of a Swim England London Region club.
- Experience in Masters swimming.
- Strong leadership and communication skills.
- Ability to solve problems creatively and collaboratively.
- ICT literate (MS Word, Excel, email).

Desirable

- Budgetary and financial management experience.
- Previous involvement in Masters swimming in a voluntary or professional capacity
- Active connections and collaboration within the London Masters swimming community