

# Roles & Responsibilities

## Recommended Skills

- Excellent communication skills
- Organised
- Good IT skills

## Commitment

- The time commitment can vary depending on the size and type of the club.
- Approximately 1 hour per week is recommended

## Roles and Responsibilities

- Comply with Swim Ireland recruitment policy
- Order kit in line with club budget
- Manage stock control and be accountable for stock movement
- Manage club kit purchasing process within club
- Fully research kit options, ensuring balance of quality and price
- Consult with club athletes and committee when considering change of club kit, supplier or colour

## Benefits of volunteering in this role

- Pride in your ability to support and develop your club.
- Working with other volunteers to make your club a success
- Meeting new people and making friends
- Setting a positive example to young people in your club (in a junior club)

## Requirements

### Mandatory – General (U18) Clubs

- Safeguarding 1 workshop (Ireland)/ Safeguarding Children & Young People in Sport (NI)
- Garda Vetting/ Access NI
- Swim Ireland club membership
- Signed Code of Conduct

### Recommended – All Clubs

- Managing people, situations and conflict workshop
- Club development days and live webinars
- Online module - Effective Committees and Effective Meetings

