

Committee Role Description



Role Title: Vice-Chairperson & Swim21 Coordinator

Description: Reporting to the club Chairperson this role provides a first line of support for the chairperson with a brief to deputise as and when required across all areas of responsibility attached to the chairperson's remit. Additionally, the vice-chairperson provides extended support for identified projects where concentrated effort and time commitment might be required such as Swim21.

Duties / Responsibilities:

- Be familiar with the full range of duties and responsibilities of the club chairperson role.
- To provide a support function for the club chairperson in respect of all areas of club business.
- To deputise for the club chairperson in any respect.
- To lead on the delivery of identified project initiatives eg Swim21, that deliver benefits for the club's membership and are aligned with the club's aims and objectives and it's mission statement.
- To oversee all club business in relation to Swim 21 including accreditation, action planning and continuous review processes.

Time Commitment:

- Variable throughout the year but including monthly committee meetings and deputising for the club chairperson at external meetings as required (Leagues, County and Association).

Calendar of events:

- As for Chairperson but principally in a support capacity.