

Job Description for Regional Open Water Camp Team Manager

Role and Expectation Outline

TITLE:	Team Manager
REPORTS TO:	Regional Club Development Officer
DURATION:	1 day – Sunday 5th June 2022
PAY:	£90 per day plus travel expenses (Via Swim England payroll)

PURPOSE

The overall purpose of the Regional Team Manager is to:

- Provide professional team management related services in the lead up to and during the camp day.
- Work with the Regional Club Development Officer and Head Coach to support the planning, delivery and evaluation of the camp.
- Communicate effectively with swimmers, staff and parents
- Be proactive and positive to all swimmers and staff during the programme
- Deliver all duties in accordance with the programme objectives and briefings
- Motivate and enthuse swimmers and staff during the programme
- Reflect on your own team management practice and behaviour after each camp activity

LOCATION

- Elmbridge Excel Leisure Centre and Shepperton Lake

KEY RESPONSIBILITIES

Prior to programme delivery

- Liaise with regional staff to ensure you have an understanding of the aims and objectives of the camp and your role.
- Complete all employment paperwork in a timely manner.

During programme delivery

- Lead the delivery of the pastoral aspects of the camps.
- Communicate effectively with all swimmers, staff and parents.
- Ensure all athletes are registered in and out of the camp and are accounted for during the day.

Following programme delivery

- Reflect on the camp delivery and provide any feedback to the South East Region.

PERSON SPECIFICATION

- Must hold a team manager module 1 qualification
- Must hold a valid Swim England DBS and Safeguarding certificate
- Proven ability as a practising team manager working with age group swimmers
- The ability to set priorities and work flexibly to meet outcomes required in a dynamic environment

- Excellent planning, interpersonal and communication skills (with swimmers and staff).
- High levels of motivation and dedication
- Have an outgoing personality with good interpersonal skills and be able to enthuse and motivate young people
- A team player with the ability to:
 - Ability to evaluate and provide feedback to staff
 - Tact and diplomacy in all interpersonal relationships
 - Self-disciplined with a commitment to continuous service improvement
 - Ability to think for yourself and use own initiative