

## Swim England South East Swimming Coaches Forum: Terms of Reference

### Role

1. To give advice and assistance to promote the development and improvement of swimming, para swimming and open water swimming within the Region.
2. To provide opportunities for senior coaches to exchange views and information.
3. To provide a two-way liaison with coaches within the Counties, seeking views and sharing information.
4. To feed information and views into the National technical panel and Swim England groups.
5. To liaise with the SER Swimming and Development/strategy Groups.
6. To work towards improvement of SER Championships.
7. To provide general guidance, review criteria and selections for overseas camps.
8. To proactively disseminate relevant information through a variety of communication channels.

### Composition

1. Between 9 and 15 coaches to be appointed through open recruitment.
2. In addition, the following may attend:
  - a. Chairman, who may be coach and a member of the forum or someone external.
  - b. Swim England staff members: representative of the coaching team, talent Officer, regional Club Development Officers (or equivalent posts should these be changed/renamed).
  - c. SER volunteers: who can liaise on matters such as Swimming Events, Camps and Development issues.
  - d. Minute-taker provided by SER.

### Appointments

1. Between 9 and 15 coaches to be appointed by open recruitment with notice and application forms on the Swim England South East web site.
2. Appointment will be based on the best fit to the criteria in clauses 3 and 4 below;
3. Individual coaches will meet the following:
  - a. Level 2 coach or higher.
  - b. Coaching at a club in the South East Region.
  - c. Able to attend five Coaches Forum meetings per year held during the day.
  - d. Agrees to liaise and distributes information with the other coaches within their County to provide a two-way transfer of information.
  - e. Has significant experience in swimming coaching (5 years)
4. In addition, the coaches as a whole will include (where possible),
  - a. At least one coach from each County/Sub-Region.
  - b. Not more than one coach per club
  - c. A range of specialisations including but not limited to coaching age-group swimmers; para swimmers and open water swimmers. As well as maintaining successful networks, developing international swimmers and communication with the national panel.
5. Coaches will be appointed for three years but may re-apply.
6. The Forum will appoint the selection panel which will consist of at least four coaches, one Swim England staff member who normally attends, and one SER volunteer who normally attends.