

Role Description – Discipline Manager

Responsible to:	Board of Directors
Status:	Voluntary Post with all reasonable expenses paid
Term of Office:	Initial term of three years, with the opportunity for reappointment following review
Role Purpose:	To lead and support the Discipline Group, helping the group to achieve its objectives and contribute to the Regional Strategy through effective planning, shared responsibility and collaborative working.

The Discipline Manager will lead and support the work of the Discipline Group, helping members work together to develop and deliver activities that align with the aims and ambitions of Swim England and the Swim England South East Regional Strategy. Delivery is a shared responsibility across the Discipline Group, with tasks and projects delegated appropriately to make the best use of members' skills and experience.

Responsibilities

- Chair Discipline Group meetings and encouraging constructive discussion, collaboration and informed decision-making
- Provide leadership and direction, ensuring activities align with Regional priorities
- Act as the key link between the Discipline Group, Regional Board & staff and Swim England
- Lead the development and delivery of the discipline's annual plan and budget
- Support and develop Discipline Group members, making the best use of their skills and experience
- Lead the Discipline Group in setting priorities and delivering agreed objectives
- Ensure responsibilities are appropriately allocated across the Discipline Group making best use of members' skills and experience and members are supported to fulfil their roles
- Foster a positive and collaborative environment that supports continuous improvement, encourages shared responsibility and makes effective use of volunteer resources
- Build and maintain effective relationships with committee members, regional staff and the discipline community in the South East
- Work collaboratively with all the other aquatic disciplines to support planning and delivery of events and competitions
- Ensure decisions are communicated openly and transparently
- Promote knowledge sharing, collaboration and strong engagement across the discipline and wider Region.

What we are looking for

We are seeking someone who:

- Has experience within the discipline and is passionate about its development
- Can lead, motivate and bring people together
- Has strong communication and organisational skills
- Is comfortable working collaboratively with volunteers and stakeholders

Commitment

- Discipline Group meetings (minimum of two per year)
- Attendance at one Regional Strategy & Development Group meeting and one Board meeting each year
- Occasional national meetings as required

Roles Available

- Artistic Swimming Manager
 - Disability Swimming Manager
 - Diving Manager
 - Open Water Manager
 - Swimming Competition Manager
 - Masters Swimming Manager
 - Water Polo Manager
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