

North Dorset Turbos Volunteer Recruitment Policy

Version 1, October 2010



The Club's Aims

To provide a safe, sporting environment for swimmers to develop and reach their full potential as a competitive swimmer.

Volunteers

We rely on volunteers to achieve the Club's aims. We work to ensure that we always have a sufficient number of qualified volunteers working in the Club. There are many different roles in the Club:

- Committee posts
- Coaching, poolside assistants
- Team managing at galas
- Officials: timekeepers, judges, referees, stewards
- Helping run our galas: on the door, raffle / tombola, announcing, etc.

If you would like to know more about the jobs then you can contact any member of the [Committee](#) who will ensure that you receive a copy of the [job descriptions](#) and arrange for a member of the [Committee](#) to discuss the post with you in detail.

Location and Timing

The [Committee](#) meets once, every month at The Half Moon Inn, Shaftesbury, Dorset. We have training sessions on Tuesday, Wednesday, Thursday, Friday and Sunday. The sessions, depending on the day, are held at Port Regis School, Dorset and St Mary's School Dorset. A full timetable can be viewed on the Website.

Competitive events (galas) are normally held on weekends, and are mainly within the Avon, Devon, Dorset, Somerset areas.

Recruitment

We welcome anyone who is keen! Most of our current volunteers are parents, ex-swimmers or swimmers – but grandparents are welcome too. We assist any members who wish to take formal qualifications in coaching or officiating, or courses linked to these (e.g. Child Protection).

Safety

All volunteers who work directly with swimmers undergo an induction process. Additionally, a Criminal Records Bureau check is carried out prior to volunteers starting to help poolside.

Training

- 1) Formal Training:
 - a) Coaching: we financially assist anyone willing to take their ASA teaching or coaching qualification, and to find suitable courses.
 - b) Officiating: the Club financially assists anyone wishing to take their ASA timekeepers, judges and starters exam, and to find suitable courses.

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2) Informal Training:

- a) We can let you work alongside an experienced coach to gain experience before you go onto the next level of qualification.

Costs

Volunteering need cost you nothing but your time... this is especially true of the [Committee](#) posts. If you want to coach, the Club will assist with the cost of courses, dependent upon the Club's financial situation.

Support

We have a comprehensive poolside staff induction programme, overseen by an experienced coach. Officials can gain practical experience by working alongside a qualified official, until ready to take a practical exam.

Other Useful Documents

- [Code of Ethics and Conduct](#)
- [Disability Policy](#)
- [Safeguarding Children Policy](#)

All of the above are available on the [Website](#) or from the Secretary.

Contacts

Ask any [Committee](#) member and/or contact our Chairman or Secretary, details of which are on our [Website](#).