



Scottish
Swimming



Young Events Co-ordinator Information (Pilot)

Young Events Co-ordinator (YEC) - Pilot

General Information

<p>Programme Description</p>	<p>The YEC is a supported training and development programme for young people in each SASA district.</p> <p>The Aim is to support and develop new Young Event Coordinators using a planned approach to develop volunteers at future district events.</p> <p>Each Selected YEC will have exclusive access to specific events and have an opportunity to see how these major events are planned and executed. Each YEC will have a tailored experience depending on their existing experience, have an opportunity to shadow, and learn from different departments of the event from Media to Front of house.</p> <p>The pilot of the Young Events Co-ordinator Programme will run in the East District from February to April 2019 with the intention of the full Young Leaders programme starting nationally in September 2019.</p> <p>Candidates will be mentored and will be supported at designated events to ensure they receive the appropriate learning and development opportunities they require.</p> <p>There is no direct cost for the qualifications or being part of the programme.</p>
<p>Length of Programme</p>	<p>The pilot will run from Feb-April 2019.</p> <p>The full programme will commence from 1st September 2019 and new intakes will take place annually in August with registrations opening annually in June. The length of the programme will be for 1 season between August – June but will depend on the events and disciplines that candidates will support.</p>
<p>Spaces available</p>	<p>There will be between 4 and 6 spaces available on the programme in each district, in each year. However, districts may operate with more or less candidates depending on practicalities and opportunities for training and development.</p>

<p>Pre requisites</p>	<p>Must be aged 16-25 for the YEC programme.</p> <p>Must be a member of Scottish Swimming or in the process of joining and be a member before the first event.</p>
<p>General Qualifications</p>	<p>A number of general qualifications on the SCQF ladder will be available to both candidates and mentors each year on the programme. Topics such as: working with young people in sport; benefits of sport and physical activity; communication in sport; dealing with difficult situations and human connections will be available from Scottish Sporting Futures.</p>
<p>Cost</p>	<p>There will be no cost for enrolling on the programme</p>
<p>Programme Staff</p>	<p>Event mentors will be District led highly experienced volunteers. Programme Co-ordinator will be Scottish Swimming Regional Swimming Development Manager. SCQF qualification will be led by Scottish Sports Future</p>
<p>Learning and Development</p>	<p>The training programme will be delivered in a variety of ways. Each qualification requires a couple of group workshops, which will be tied into established events where possible. Mentoring at events will be organised and facilitated to ensure each candidate has a positive learning experience.</p>
<p>Qualification Assessments</p>	<p>SCQF qualification will be led by Scottish Sports Future.</p>
<p>Resources</p>	<p>Each candidate will be provided with a resource pack when commencing the programme. The pack will be relevant to the qualification the candidate is working towards. The pack will contain training notes, training slides and other supporting documents. Any training videos and training resources that are unable to fit in the pack will be made available through a different source.</p>
<p>Event allocation</p>	<p>An annual programme timeline will be released in advance, detailing both competitive events and training events. It will be clearly marked for candidates, which are compulsory attendance events, recommended attendance events and optional attendance events. The programme will be flexible as it will be candidate focussed as much as possible. Should a candidate wish</p>

	<p>to attend an event that is not on the event list, early communication with the programme coordinator is needed to ensure greatest flexibility.</p> <p>Candidates will be allocated sessions/meets where there is an appropriate event list, level of meet, availability of event mentors suitable to their qualification and experience.</p>	
Kit & Equipment	<p>Initially a hoodie or equivalent will be available to candidates and to the mentors. Any other relevant equipment will be provided at no cost to the candidate.</p>	
Expenses	<p>There will be the opportunity for both mentors and candidates to claim expenses for travel to meets and for accommodation where necessary. This will be in line with the relevant district policies and procedures.</p>	
Feedback	<p>There will be an opportunity for candidates, mentors and districts to give feedback annually so that the programme can be reviewed and amended to ensure continuous improvement and programme effectiveness.</p> <p>Candidates will be provided with feedback after every mentoring session and workshop session, this will be done by the event mentor and course leaders as appropriate. Mentors will support candidates as necessary and will review progress annually with their candidates.</p>	
Key Contacts	<p>Paul Donald Young Events Co-ordinator p.donald@scottishswimming.com 07595256994</p>	<p>Andra Laird East District Swimming Convenor alaird2901@gmail.com</p>