

OPEN WATER SAFETY COORDINATOR JOB DESCRIPTION

I - THE ROLE

You will work with the Open Water Committee to lead the strategic direction of the Open Water discipline. You will attend Open Water meetings, which are held approximately every quarter. These are normally held on a Saturday or Sunday at the National Swimming Academy (NSA).

As Open Water Safety Coordinator, you are required to support the Open Water Committee in the following areas:

General Responsibilities:

- Attend Open Water committee meetings and advise the committee on Health & Safety issues relating to the conduct of open water swimming events in Scotland.
- Take responsibility for developing and maintaining the management of safety in open water swimming events in Scotland.

Specific Responsibilities:

- Produce a report relating to areas under your remit at all Open Water Swimming committee meetings.
- In conjunction with the Chair of the Open Water Committee, review and update the SASA Event Organisation and Safety Guidelines for Open Water Swimming.
- Recruit and co-ordinate training of Open Water Safety Officers and crews for safety launches.
- Check qualifications and ensure that Meet Safety Officers fulfil requirements as in accordance with the SASA Event Organisation and Safety Guidelines for Open Water Swimming.
- Establish and maintain contacts with organisations who can provide safety resources for open water swimming events including; safety craft, canoes, boat crews, canoeists and first aid cover.
- Provide assistance to organisers of licenced open water events in arranging safety cover.
- Maintain a list of safety related equipment owned by the SASA and used in open water events in Scotland. Test as necessary and arrange replacements where required. Arrange purchase of new equipment when required. Make provision for storage of equipment and transport to event venues.
- Other duties as required by the Chair of the Open Water Swimming Committee.

Optional Duties:

- The Open Water Safety Coordinator is encouraged to act as Safety Officer at two level 1 licenced meets during a season. However this is optional and does not form part of the requirements of this post.

II - COMMITMENT

The commitment of the Open Water Safety Coordinator equates to approximately **1** day of work per month plus **1** day per event attended and involves attending approx. 4 meetings per year.

III - TERMS AND CONDITIONS

- **Tenure of Post**

The Open Water Committee Chair will appoint the post for a period of **1 year**. This period will normally start in November.

- **Membership Requirement**

The post holder must be a member of the Scottish Amateur Swimming Association.

- **Expenses**

Although the Open Water Safety Coordinator is a volunteer position, expenses will be paid monthly in accordance with the current Scottish Swimming volunteer rate.