

**VERULAM AMATEUR SWIMMING CLUB**  
**(Affiliated to ASA East Region)**  
[www.verulam-asc.org.uk](http://www.verulam-asc.org.uk)

**SWIM 21 LIAISON OFFICER**

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**ACCOUNTABLE TO:** The Management Committee

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**MAIN DUTIES:**

- To liaise with the appropriate Regional Development Officer, Local Authority, Sports Development Officer, Swim 21 Club Committee and Club members.
  - To organise and oversee the audit and action planning stages of the Swim 21 process within the Club.
  - To keep the Club updated on their progress through the Swim 21 process.
  - To ensure the Club members are informed of Swim 21 courses and seminars.
  - To liaise with the Treasurer and Management Committee with regards to funding the implantation of the Club's Swim 21 Action Plan
  - To follow and promote the ASA Child Protection Policy.
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**TIME COMMITMENT:**

**Signatures:** Swim 21 Co-ordinator \_\_\_\_\_ Date \_\_\_\_\_

Chairperson \_\_\_\_\_ Date \_\_\_\_\_

