

CARLTON FORUM SWIMMING CLUB POLICY FOR RECRUITING VOLUNTEERS.

Recruitment of volunteers to the club happens throughout the year as people come forward to offer help and on an as needed basis to fulfil the requirements of the running of the club.

Recruitment of Executive Committee members is done annually at the AGM. Vacant posts are advertised prior to the meeting and new members are seconded and voted into the positions during the meeting.

The Chief Coach encourages teaches/coaches any interested poolside staff to further their development in their Personal Development Plan.(see Workforce Module 12,13,14,15,18). He will have the knowledge of vacancies or forthcoming vacancies within the poolside team.

The Club has recently recruited an Assistant Coach who will be developed and trained into a Chief Coach position.

The Workforce Co-ordinator encourages and motivates any interested volunteers towards their chosen roles. We recognise that satisfied volunteers are the best recruiters of new volunteers. We therefore encourage volunteers to be active in recruitment through their contact with other club members, the community, family and friends.

Carlton Forum Swimming Club is full committed to the principle of multiculturalism and equal opportunity. We make volunteer opportunities available without regard to race, colour, ethnic origin, gender, age economic status or disability.

All parents are encouraged to help in whatever way they feel able. This may be during a training session, dry or wet side, at Galas, or in Club administration. The volunteers do not need to be experienced to help, willingness is the greatest asset, and an understanding that working with children will require a CRB check.

The secretary's role is to promote the Swimming Club via the internet and through the media. (see Compliance Module 33).

Signed (President)

Date

Signed (Secretary)

Date