



# Kiwi West Aquatics Inc.

## Involvement of Club Members

Policy #11

### Rationale

Like all voluntary and amateur sporting organisations, Kiwi West Aquatics relies heavily on Club members (parents and caregivers) to become involved in Club activities so that the best possible experiences can be provided for Club swimmers.

### Purpose

This policy is designed to ensure that club members realise the importance of their involvement in the successful running of the club. The Club Committee is a very limited resource of volunteers and need the participation and assistance from all parents and caregivers of club members to meet tasks and fulfil club responsibilities.

### Guidelines

There are a number of ways in which members can contribute:

1. Officials - Training and qualifying as a club official and actively participating in this capacity at club nights, time trials and centre meets.

It is important that the Club is able to be self-sufficient when holding official Club Nights and time trials, where the required number of officials are on pool-deck in order for records and times to be recognised and so that it is able to meet its obligations to the Manawatu Swimming Centre in supplying officials for Centre meets.

The following are the officials that the Club needs to run an official meet:

- Timekeepers – this is the first level of official and the area where the most are needed given that each lane is required to have 3 qualified timekeepers on it,
- Inspector of Turns (IOT's) – a minimum of 2 IOT's are required at each end of the pool,
- Starter – one starter is required
- Referees – two referees are required.
- Judge of Stroke (JOS) – a minimum of 1 JOS is required on each side of the pool

The Manawatu Swimming Centre is responsible for qualifying individuals as officials (above) based on an application being endorsed and supported by the Club.

The parents of any swimmer who has qualified at national level, including Div II, needs to be qualified in a higher role than timekeeping, e.g. IOT or JOS

2. Team Managers – These are required for every meet that our swimmers attend to lead the team and to ensure that it is well looked after.
3. Club Night Assistance – Apart from qualified officials we also need a Starter, Referee, Food Organiser, 6 x Timekeepers, Marshall, Computer Recorders at Club Nights.
4. Duty Club Assistance – Kiwi West Aquatics will be rostered the job of Duty Club at certain Manawatu Swimming Centre meets. This requires Marshalls, Raffle Sellers, Computer Recorders, an Announcer, Morning and Afternoon Tea servers and a runner.
5. Club Meets – Where the club run our own carnivals there are a large number of tasks to be done, including: Marshalls, Raffle Sellers, Computer Recorders, an Announcer, Morning and Afternoon Tea servers and a runner and many more.
6. Fundraising – This is an ongoing requirement for our club and we need as many people involved with the fundraising sub-committee as possible to provide fresh enthusiasm, new ideas and contacts.

This is not an exhaustive list and the Committee would welcome new ideas as to how members may contribute

## Conclusion

It is essential that there are sufficient officials and volunteers to allow the Club to function effectively (while not relying on the same members all the time).

The club recognises that its members lead busy lives, however the club needs the full support of its members to provide the best possible opportunities for our athletes and part of membership of the club involves a responsibility to assist the club to meet this goal. It is not acceptable to just assume someone else will do it.

Last Updated	12 June 2019
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