



Kingsbridge Kingfishers Swimming Club

Volunteer Recruitment Policy

The Club welcomes, encourages and values the engagement of volunteers in order to enable of members to fulfil their potential.

- All members of KKSC and their families are contacted on joining and before each AGM to ask if they will assist in the running of the Club.
- Members are asked to identify whether they have any skills they can offer the club even if is just their time.
- Communication with Members is achieved through the membership forms, e-mail, Club website, public KKSC notice board and by direct approach to individuals.
- Members expressing interest in finding out more about taking a position are free to discuss this further with anyone on the committee without committing themselves.
- Full job descriptions and support are provided to help the volunteer understand the full range of duties and to identify any areas where support or training may be required.
- The Committee can/will consider Training courses for individual/groups of volunteers. A small training fund is available in the Annual Budget to help subsidise appropriate training courses for volunteering members.
- The only direct incentive for volunteers is that the CAT3 element of their insurance is paid for by the Club and they have access to the training fund.

Club Training Fund - Policy Statement

- The Club recognise that ASA/UKCC Courses are costly. In all cases where an application is made for funding the Training Officer will need to investigate all funding opportunities and report to the Committee.



- To meet the needs of the Club, the Committee can approve the funding of an ASA/UKCC Course for a Volunteer from the Club Training Fund up to maximum of 50% of the actual cost.
- The Volunteer will be required to agree, in writing, to help the Club for a stated length of time. If the Volunteer is unable to fulfil this agreed commitment they undertake to repay the fees paid for by the club on a pro rata basis.
- ASA/UKCC Level 1 Coach up to 50% of fees -1 year's commitment
- ASA/UKCC Level 2 Coach up to 50% of fees - 2 years' commitment
- ASA/UKCC Level 3 Senior Coach up to 50% of fees -3 years' commitment



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