



HAILSHAM SWIMMING CLUB

MEET THE COMMITTEE
SHORT TERM AND LONG
TERM PLANS

THE COMMITTEE

EXECUTIVE MEMBERS		COMMITTEE MEMBERS		CO-OPTED MEMBERS (Non-Voting)	
Chairman	Craig Steenhoff	Fundraising Lead	Liz Hobden	Covid-Lead	Jon Beeby
Vice-Chairman	Jon Dulieu	Gala/Meet Secretary	Debs Barden	Treasurer Asst.	Lizzie Richards
Secretary (Membership)	Jeanette Simpson	Minutes Secretary	Vanessa Ring	Welfare Officer	Jackie Baldwin-Charles
Treasurer	Tracey Shorthouse	Committee Member	Kelly Widdop		
Quorum of 7 Voting Committee Members required to vote Maximum of 3+12 Committee Members in total		Committee Member	Caili Evershed		
		President*	Sue Steenhoff		

*Does not need to be a Committee member

THE ROLE OF COMMITTEE

- Making decisions in the best of interest of all of our Members
- Discussing impacts on the short and long term operation of the Club
- Discussing Club finances and decisions on fees
- Responsibility for recruiting staff
- Creation of sub-groups for specific projects or tasks
- Most recently: planning for safe operation under COVID-19
- Overseeing issues in relation to welfare/safeguarding
- Liaising with Members and reporting back to Committee any issues for discussion

LEVEL OF COMMITMENT

- Normally monthly meetings (2hrs), more frequent when required
- Responsibility for a specific aspect of the club's operation: e.g. fundraising, parent liaison, gala secretary
- Enthusiasm and willingness to give support in a voluntary manner
- AGM is held once a year and nominations required in advance to join or stay on committee (2020 AGM cancelled)
- Commitment will vary depending on the role fulfilled e.g. chairman, treasurer, fundraising lead

We are looking for particularly:

- Parents of swimmers in our younger groups to come forward
- Requests for assistance with the treasurer role

VOLUNTARY ROLES

Badge and Awards Organiser	Technical Official/Judge
Social Event Coordinator	Timekeeper
Trophy Secretary	Promotion and Press Officer
Fundraising Officers	Social Media Lead
COVID Liaison Officers	Team Manager
Teaching Assistant	



WE NEED YOU TO COME
FORWARD WITH YOUR
OFFERS OF HELP

HEAR FROM OUR COMMITTEE MEMBERS

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COVID LEAD OFFICER



Supported by Rebecca Dye (Medical Advice);

And Team of COVID Liaison Officers for all of our training sessions

Please come forward to assist in helping ensure all of our sessions can run

- Ensure social distancing when queueing and inside facility
- Temperature checks, sanitisation
- Observing sessions, recording any issues
- Managing cross over of sessions
- Ensuring swimmers are safe to leave, parents available to pick up from session

THE FUTURE OF THE CLUB

Short Term	Long Term
Continue with alternative training arrangements until end of December 2020, with Christmas break	Maintain relationship with Freedom Leisure with a weekly training session
Continue to liaise with Bede's Senior School, formal meeting planned for November 2020	Assess financial implications for the club and longer term fee review, and club viability
Urgent need to recruit new committee members for the club to continue, as a number of members are standing down	A new strong and stable committee structure moving forward
Arrange AGM for suitable date, ensuring positions will be filled	Increase training programme to previous level and continue to grow club
Continue with skeleton level of staff, review if training timetable increases in new year	Maintain strong relationships with other facility providers to ensure contingency planning
Continue to assess fundraising or funding opportunities to meet shortfall	Focus on other training opportunities
Engagement and support from Swim England	Continue engagement and support from Swim England



**ANY
QUESTIONS**
