

DARWIN SWIMMING CLUB INC



Financial Assistance for Team Manager Policy

Team Managers are an important component of travelling teams and an integral part of coaching and performance. When Darwin Swimming Club deems it necessary to have a Team Manager travel with athletes and coaches, the Club will assist them with all travel costs (i.e. airfares, accommodation and meals) associated with the position.

Team Managers are responsible for the following:

- supervising the conduct of swimmers
- attending competition meetings and managing event support for coaches and swimmers such as withdrawals and protests
- working with coach to support athletes during the competition including if a child is sick or injured
- managing day to day activities including meals and transportation
- driving or supervising athletes to and from the competition along with any other organised activities
- residing with the team
- liaising with swimmers' parents and guardians as required
- other duties identified before or during the competition.

The Team Managers position is unpaid. The nominated person needs to take time off work, stay with the team and has the responsibility of looking after the athletes before, during and after competition.

To ensure this is an equitable process, Darwin Swimming Club will put in place a Team Manager nomination process, as follows:

- nominations will open soon after it is confirmed that a team will travelling

- nominees will have to prove they have necessary skills, abilities and legislative requirements to fulfil the position, e.g. Working with Children (ochre) card, relevant licences
- the Head Coach's endorsement of each application is required prior to it being considered by the Committee
- each application will be considered by the committee
- the Committee will vote on appointing the Team Manager. Any Committee member nominating for the Team Manager position will remove themselves from this voting process.

Darwin Swimming Club will cover the costs associated with Team Manager travel by either:

- a) incorporate the cost as part of that year's budget as set out in the annual Operational Plan, or;
- b) cost recovered from traveling swimmers.

Date approved 2 February 2024

L. Reader

Darwin Swimming Club Inc
Lee-Ann Reader - President