



aquaFORCE

volunteers

Summer 2008

WELCOME

Welcome to the asa Volunteer Newsletter. This update has been created to keep volunteers up to date with developments and good practice. The newsletter is sent to the asa National Committees and asa Regions so please forward this on to county and club contacts to make sure that it reaches the volunteers it is intended for. The frequency of this newsletter has changed from a monthly distribution to a quarterly newsletter.

TEAM MANAGER TRAINING

We would like to thank everyone involved in running and attending the asa level 1 and level 2 Team Manager training course. Over the past three years over 1,500 volunteers have attended the programme, which is a great achievement.

If you would like to organise a Team Manager training course please contact volunteering@swimming.org or your regional office.

GOOD CLUB GUIDES

Due to the popularity of the asa Good Club Guides that were published early this year the asa have ordered a reprint of all the resources. The Guides have been written to promote high quality club management and support the needs of club volunteers.

The resources available include the Good Club Guide for a:

- Chair Person
- Workforce Coordinator
- Treasurer
- Secretary

- Funding And Sponsorship Officer
- Marketing/Promotions And Press Officer
- Team Manager
- Club Captain
- Welfare Officer

Copies are available at each regional office or you can download the information from www.britishswimming.org. These booklets are supported by the Good Club Guide EXTRA, which is an online PowerPoint presentation of suggested activities that will help volunteers to prepare for and successfully carry out their roles. This is a resource that anyone can work through in their own time or it could be something that the County or Club Workforce/Volunteer Coordinators can use to facilitate group training sessions.

YOUNG AQUATIC ORGANISER AWARD

The asa have launched a new Award written for 14-18 year olds who are developing their leadership skills and who wish to become involved in the administration, teaching, coaching and/or officiating of aquatic activities.

It aims to:

- Give young people an insight into the organisation of the asa and clubs that fall within its jurisdiction
- Equip candidates with the skills to help plan, deliver and evaluate the running of an aquatic event
- Give candidates the opportunity to volunteer within an asa accredited Swim 21 club
- Encourage candidates to develop their skills within aquatic sports

The Award is a ten-hour course that consists of a five-hour classroom based session organising an event, a two hour practical delivering an aquatic event and a three hour club placement within a Swim 21 club. The course costs are approximately £10 per candidate, which will cover the costs of certificates and course material. There may be additional costs for the course presenter.

It is also possible to run the course alongside the asa Club Timekeeper course. For more information please visit www.britishswimming.org and click on clubs / volunteers / volunteer training or email volunteering@swimming.org.

2008 AQUAFORCE VOLUNTEER AWARDS

The deadline for the 2008 Aquaforce Volunteer Award nominations has now passed. The response has been extremely positive with over 100 nominations being made nationwide. The regional winners will be announced in September and all regional winners will be invited to a National Awards Dinner in October where the five national winners will be announced and presented with their award.

YOUTH FORUM RESEARCH

The asa Youth Forum are currently asking people under 25 years to complete an online questionnaire about volunteering. Members of the forum are collecting information about the challenges and motivations that young people experience relating to volunteering and what the asa can do to encourage more people to volunteer. We would be very grateful to anyone that has 15 minutes to complete the questionnaire; further information is available on www.britishswimming.org.



PROMOTING SPORT TOOLKIT

Sport England has created a free, easy-to-use Promoting Sport Toolkit designed to help clubs promote their sport or activities. The toolkit is designed to help produce high-quality campaigns and marketing material such as posters, leaflets and flyers that can be used to promote sport.

The Toolkit includes:

- Over 500 community sport photos
- Guides on how to use different promotional techniques including direct mail, press, advertising, and events
- Advice on how to target specific audiences
- A calendar of sporting events and campaigns throughout the year

The Promoting Sport Toolkit is available online at www.sportengland.org/promotingsport

SPORT TOOLS FOR MEASURING VOLUNTEER IMPACT

Volunteering England has recently completed a report into the impact of sports volunteering. In addition to the research a new set of tools have been created that allows individual sport organisations to assess their own volunteering impact.

The report makes a number of recommendations, including:

- Encouraging clubs to create a volunteer co-ordinator position rather than spreading responsibility too generally
- Promoting “softer” management practices such as mentoring and buddying
- Developing links between sport organisations and volunteering infrastructure bodies such as Volunteer Centres
- Better monitoring of individuals’ work-

loads, delegation and division of tasks

- Reimbursing volunteers’ expenses to enable people on low incomes to volunteer

For further information about how to measure the impact of volunteering within your club please visit [www.volunteering.org.uk/volunteering in sport](http://www.volunteering.org.uk/volunteering-in-sport)

YOUTH BANK FUNDING

More and more swimming clubs are successfully accessing funding for young people to take an active role in their swimming club. Funding can be accessed to attract volunteers aged 16 to 25 through your local Youth Service or Local Authority. For further information please visit www.wearev.com

