



## Succession Planning

The Committee Seeks:

- To recruit additional volunteers to help build the club, ease the pressure on some jobs and individuals within the Club:

Such Volunteers include:

**Committee Members:** We do from time to time need to recruit new committee members to help with the smooth running of the club

**Non Technical Staff:** To help with Gala's, Club Championships, Diddys and Open meets. Such help is needed for

- Running the galas
- Whips, for getting the children to their races on time
- People manage the door entry and sell raffle tickets
- Drinks monitor
- Recording & Scoring, helping manage the database
- Electronic timing

**Technical Staff:** To help officiate at Galas, Club Championships, Diddys and Open Meets. Training is provided for all of our Volunteers who learn how to

- Time Keep
- Judge
- Referee

- To identify possible successors for all coaching, officials or administration positions within the club.

## Recruitment of New Swimmers

- The club has a dedicated new members' secretary who is available to deal with all queries that are incoming into the club. Prospective swimmers are given a trial to allow the coaches to decide the best possible squad for onward progression.
- Each term the Club holds a new members Trials night. 75 schools in the local areas(s) are leafleted and posters are placed at numerous places throughout Woking to draw prospective swimmers into the club.

**Retention is important to the club. The following are ways we look to retain Swimmers, Coaches and Volunteers of the club.**

- ❑ An informal “thank you” evening is organized each year as a way of recognizing the significant contribution of volunteers who regularly put themselves forward.
- ❑ A Student and University squad is maintained to retain older swimmers who cannot give the required hours to training to keep them in the top squads.
- ❑ All older swimmers are encouraged to take an active part in the club in either a coaching, official and administration capacity as and when they are available to do so.
- ❑ A competitive Stream has been developed to allow swimmers to participate in all types of competitive swimming
- ❑ To provide every swimmer with the relevant training and opportunity for appropriate level competition to enable them to achieve their true potential.
- ❑ Annual appraisals take place and termly coaches’ meetings are organised to ensure the smooth running of the club.