

Colorado Swimming, Inc. Job Description: Club Safe Sport Coordinator

Charge: The purpose of the Club Safe Sport Coordinator is to raise awareness of Safe Sport within the club and is NOT to be an investigator of grievances.

I. Specifics

- a. Requirements: Be a registered member of USA Swimming in good standing including successful completion of the annual APT training and every 2-year criminal background check
- b. Selection and Term of Service: Non-coach or Coach member; term to be dictated by the club

II. Responsibilities

- a. Actively collaborate with the club leadership and LSC Safe Sport Chair when needed
- b. Be a resource for the development of a Safe Sport culture at the club
- c. Work with club leadership to:
 - i. Update club's website to include current MAAPP information and Safe Sport content
 - ii. Include Safe Sport promotional and informational materials in heat sheets, meet information, posters, and other club communications
 - iii. Facilitate the successful completion of the Safe Sport Recognized Club certification with the assistance of the LSC Safe Sport Chair, if needed
- d. Communicate with new coaches, parents, and athletes to:
 - i. Provide information about the club's Safe Sport program and verify MAAPP Code of Conduct agreement forms have been reviewed annually and signed by all athlete members and their parents. Electronic documented proof of such is allowed.
 - ii. Encourage participation in educational opportunities provided by the Club Safe Sport Coordinator, LSC Safe Sport Chair, and USA Swimming
- e. Assist the LSC Safe Sport Chair in scheduling trainings for the club, as needed
- f. Solicit feedback regarding club policies and resources from club membership. Work to incorporate that feedback into future club efforts and provide the feedback to the LSC Safe Sport Chair where applicable.