## Junior Coordinator

## **Roles and Responsibilities**

- Develop a framework that allows all juniors wishing to row the opportunity to do so.
- Develop a framework and performance pathway for Junior Rowing at DARC, which aligns to current British Rowing policies and initiatives.
- Maintain a junior recruitment system through school tasters , learn to row courses etc.
- Ensure all compliance requirements regarding Participant Welfare are met

## Key Activities

- Develop, implement and review a performance pathway that enables a Junior to progress from beginner to National Standard.
- Ensure there is a Boat and Land Training programme matched to each individual and crew needs.
- Work with Coaching Coordinator to provide every Junior with the appropriate Coaching support.
- Provide a friendly, safe and secure environment which enables all Juniors to enjoy their rowing activities.
- Encourage all Junior participants and volunteers to maintain equipment to the required standard, seeking suitable training where appropriate.
- Maintain a database of equipment that is appropriate for use by Juniors and match equipment to participant's needs and ability levels.
- Ensure that a scheme of recruitment is in place through school tasters , learn to row courses etc. to maintain the numbers of junior members.
- Support the Captain in submission of entries to Regattas and Heads that have been approved and checked and entered on time.
- Maintain a database of Juniors that includes their swimming competency, medical conditions, anthropometric measurements, emergency contact details, rowing/sculling competency and relevant qualifications.
- Ensure that there is a database of all volunteers involved with the DARC Junior rowing which includes a record of all current required checks.
- Assist the Captain and Regatta Secretary in organising Club Regattas and Head races and sourcing volunteers to assist at the Events.
- Ensure any accidents witnessed or heard about are correctly reported.
- Ensure the club rules and bye-laws are abided by.
- Ensure welfare issues are reported to the Welfare Officer
- Ensure the Club bye-laws are abided by.