

## ***SQUAD LIAISON OFFICER***

### **Role**

To play a vital role in working with each area squad

### **Main Duties**

- Source, establish and develop sustainable links between squads
- Manage and promote communication within the club.
- Liaise with, Club Coach and Parent/Swimmer to organise taster/come and try sessions
- To establish all club rules are adhered to.
- Distribute membership packs and any relevant documentation to all new/established members
- Liaise with Squad Admin to keep records updated
- Attend Training sessions organise meetings between coach and parent
- Distribute information as required.