



Bletchley & District Swim Club

Affiliated to the ASA South East Region and the Oxon & North Bucks ASA

JOB DESCRIPTION: SOCIAL SECRETARY

RESPONSIBLE TO:

The members of the club for insuring, the correct running of the club in accordance with the club constitution and the rules of the ASA.

MAIN DUTIES:

1. Organise non-swimming social events for the relevant members of the Club as requested / approved by the committee.
2. To follow and promote the ASA Child Protection policy and attend all mandatory courses as required by the ASA/Child protection.

Print Name: _____ **Time Commitment:** _____

Signatures: _____ **Date:** _____

Chairperson _____ **Date:** _____