

SAFE SPORT COORDINATOR

Division: Operations

Reports to: General Chair

Appointed: by the General Chair with the advice and consent of the Board

Term: 2 years

3.5.9 Safe Sport Chair

The Safe Sport Chair shall be responsible for the implementation and coordination of, and serve as the NE liaison for, the Safe Sport Program established by USA Swimming. The Safe Sport Chair shall chair the NE Safe Sport Committee. The Safe Sport Chair shall be a non-athlete member in good standing and shall work with the USA Swimming Safe Sport staff and the USA Swimming Safe Sport Committee and the NE Safe Sport Committee to implement pertinent aspects of the national Safe Sport Program within NE.

Duties and Responsibilities:

- Attend and participate in all Board of Directors and House of Delegates Meetings
- Chair the Safe Sport Committee
 - Preside at all meetings of the respective division, committee, or subcommittee
 - See that all duties and responsibilities of the respective division, committee, or subcommittee in his or her charge are properly and promptly carried out
 - Appoint such committees or subcommittees as may be necessary to fulfill the duties and responsibilities of the division or committee, respectively
 - Communicate with the General Chair, respective division, committee or subcommittee members and the staff to keep them fully informed
 - Appoint a member as secretary of the committee or subcommittee charged with taking minutes of each meeting and forward reports or minutes of all meetings to the staff
- Serve as the primary contact for New England Swimming to coordinate and oversee the implementation of effective safe sport educational programs, including the Minor Athlete Abuse Prevention Policy (MAAPP2.0) for all athlete members, parents, coaches, volunteers and clubs, as provided by USA Swimming.
- Be trained regarding the complaint reporting structure and refer all reports of a violation of the Athlete Protection policies directly to the local club, the General Chair, the USA Swimming Safe Sport staff, and/or other appropriate authority
- Participate in workshops as provided by USA Swimming, collect and share information about what USA Swimming and other LSCs are doing to promote safe sport policies, and disseminate information on LSC best practices
- Serve as an information resource for New England Swimming clubs and membership and will help to identify and connect them with local educational partners and resources.
- Receive feedback and suggestions on the Safe Sport policies and programs from the New England Swimming clubs and membership and provide feedback to the USA Swimming Safe Sport Committee and Safe Sport staff
- Perform other functions as necessary in the fulfillment of USA Swimming's continuing efforts to foster safe, healthy and positive environments for all its members
- Create and implement the yearly committee budget in a fiscally responsible manner
- Carry out the LSC Strategic Plan
- Attend USA Swimming conventions and meetings as deemed appropriate by the LSC
- Perform all duties in a professional manner that coincides with and represents the New England Swimming mission to: *“Provide opportunities for all to achieve their highest potential in competitive swimming.”*

- Perform all other duties as requested by the General Chair, Board of Directors, or House of Delegates