# 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 APT and 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
   b. Be a resource for the development of Safe Sport culture at the club
   c. Work with club leadership to:
      i. Update club's website to include Safe Sport content
      ii. Include Safe Sport promotional and informational materials in heat sheets, meet information, posters, and other club communications
      iii. Distribute First Monday of the Month Safe Sport Scenarios to club parents
      iv. Facilitate the successful completion of the Safe Sport Club Checklist and Safe Sport Recognized Club status with the assistance of the LSC Safe Sport Chair
   d. Communicate with new coaches, parents, and athletes to:
      i. Provide information about the club's Safe Sport program
      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
   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.