

# Team Manager Training

## Module 1 - Local Competitions

Team Manager training is designed to ensure any volunteers who are taking groups of athletes to competition or camps, locally or abroad, are fully equipped to do their role. There are no pre-requisites for the workshop, and it is recommended for anyone aged 16 or over, although it should be noted that an individual cannot take the role of a Team Manager fully until they turn 18.

### About Team Manager Module 1

Module 1 is designed as an introduction to Team Managing at a club/local level. It is intended to be a basic and informative workshop to give participants the confidence and knowledge to effectively manage a team at a local level. The course is designed to achieve the following four outcomes:

- To raise awareness of the key areas to consider in being a safe and effective Team Manager at local competitions
- To identify likely problems and challenges
- To understand the need for risk assessments
- To be aware of where further help, guidance and support is available

### Great, where do I sign up?

Most Team Manager courses are run by the Swim England regions, so if you are interested in attending please contact [volunteering@swimming.org](mailto:volunteering@swimming.org) and we will put you in touch with your relevant regional contact who will be able to advise if and when any suitable courses are due to run.

If there are a few people who require training in a similar area (either within one club or a number of clubs in a network), you can apply to run your own course. For further information on how to do this, please see the resource for 'Organising a Team Manager Course.'

### Moving on to Module 2

Following completion of the Module 1 course, we would advise that you spend at least a few months gaining as much experience as possible as a Team Manager, before thinking about Module 2 training. However, we are aware that there may be occasions where you are asked to take a team away for an overnight stay, or training/competition abroad, and in this circumstance we would suggest that you endeavour to complete the Module 2 course in advance of the trip.