



# West Coast Swimming Club

## Captain Selection Procedure

### Key Principles

- The West Coast Swimming Club recognises the importance of fostering leadership within the Club's swimming members.
- The Club sees opportunities for Club Captains to provide positive leadership in a variety of settings during their tenure as important.
- In turn, positive leadership by the Captains promotes the Club in a positive light and further develops opportunities for recruitment and retention of swimmers.

### The Club will use the following steps in selecting their Club Captains:

1. The Committee will seek nominations for Captains using the following guidelines.
  - a) The committee will invite nominations from current club swimmers.
  - b) Senior Captains will be 13 years and above. Junior Captains will be 12 years and under.
  - c) Nominees will need to email the club with the following –
    - i) Personal biography.
    - ii) Why they would like to be club captain.
    - iii) How they will use their leadership position within the club.
  - d) Will live locally and attend squad sessions as part of the West Coast Swimming Club for the duration of the year.
  - e) Need to have demonstrated positive role modelling behaviour within all aspects of Club life including training, competition, meetings and mentoring of other swimmers.
  - f) Need to be willing to promote the Club in a positive manner within the wider community.
  - g) Need to be prepared to speak to the fellow swimmers in a public setting with the appropriate support from coaches and/or committee members.
  - h) Need to be available to attend Committee meetings when requested.
  - i) Need to be available to attend promotional opportunities.
2. Two Senior Captains and two Junior Captains will be selected unless there are extenuating circumstances. In these situations, the Committee will decide the number of Captains appointed for that year.
3. Captains will be selected by a secret vote by current swimmers upon the above criteria irrespective of their gender at an arranged meeting.
4. The President or their proxy (in the case of a conflict of interest) will count votes.
5. All Club members will be notified of the Captains' appointment via email as soon as possible after the vote has taken place.



# West Coast Swimming Club

## Role Description

The Club will use the following role description as a guide for Captains to follow:

## Club Captain Role

### Objective

- To provide leadership of the swimmers within the Club

### Responsibilities

- Attend West Coast Swimming Club training at a high attendance rate.
- Attend most of the local, regional and state swimming meets.
- Always have a positive attitude.
- Demonstrate to teammates that you are supportive of all swimmers.
- Assist in individual swimmer's improvements.
- Respect and support fellow swimmers, parents/ caregivers, and Committee members.
- Cheer and celebrate club swimmer successes.
- Participate in any ceremonial responsibilities with pride.
- Report any issues to the Club's coaching staff and/or committee members.
- Be an active listener in all interactions with people involved in swimming.
- Be available to attend committee meetings if required.
- Be a representative voice for swimmers.
- Initiate social events that build a positive culture amongst the swimming group.

### Attributes

- Positive role model
- Strong understanding of swimming and the expectations of the Club of its swimmers
- Ability to relate to all age groups involved in the Club.
- A willingness to represent the Club at competitions and meets.
- Ability to liaise to other Club Captains and coaches.

### Accountability

- Club Captains are accountable to the President and Club Committee.
- If the club captain is not able to meet their responsibilities it will be at the committee's discretion to review their position and re appoint a replacement.

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| Approved By | Date       | Review Date |
| COMMITTEE   | 17/08/2024 | 17/08/2026  |