

DOVER ROWING CLUB

Club Junior Development Officer

ROLE/ Key Accountabilities: To co-ordinate and administer Dover Rowing Club's development in line with the DRC development plan and report in to DRC Committee

- ☺ Reviewing DRC development plan on an annual basis and updating inline with DRC Committees recommendations and strategy
- ☺ Representing DRC interests on D.S.S.C. Forum
- ☺ Submitting and managing grant applications submitted on behalf of DRC inline with development plan requirements
- ☺ Represent DRC at Wessex meetings/events on development group
- ☺ Work with Club captain and committee to continue development of DRC
- ☺ Identify potential schemes/projects that DRC may access to develop key areas of junior and female development in Dover District
- ☺ Maintain links with DDC SDO
- ☺ Maintain links with BR CDO and Facilities development officers/will liaise with BR, LA and Sport England
- ☺ Ensuring club development is run in a safe manner in line with BR and DRC water safety code
- ☺ Assist in maintaining DRC Clubmark status through DRC development plan
- ☺ Attend and feedback at monthly DRC committee meetings and AGM on development issues
- ☺ Report to DRC AGM – Club Development

RESPONSIBILITIES

- ☺ To sit on the Club's committee as an officer, reporting on coaching and junior development to committee.
- ☺ To discuss and assist with training needs for experienced members.
- ☺ Be fully aware of the Water Safety Code of Practice and be able to advise members of the club when necessary.
- ☺ To liaise and represent Dover Rowing Club at CARA/ARA/Educational and any other organisations as required on topics regarding development

SKILLS/KNOWLEDGE/EXPERIENCE REQUIRED

Good planning skills, knowledge of local and national development strategies, self-motivate/managed, good communicator/networking skills.