



## GBR Lifesaving team

### Management Team Role Descriptions

#### Introduction

The GBR Team Management will take overall responsibility of the team's welfare to enable the team to compete to the best of their ability at events. Specifically:

- Supporting the administration function (SLSGB nominated admin in 2019) in the planning and organisation of travel, accommodation and logistics to ensure the team get to the event entry.
- Manage the GBR squad, all communications with and their attendance at the GBR trials.
- Manage the process of emerging athletes being invited into the GBR Squad through competing at the GBR trials and or recognised pool events
- Oversea and manage the selection of the national teams through attending team selection events in both pool and on the beach.
- Travel with the team to competitions to ensure the team are in the best possible shape to compete
- Oversee the welfare, discipline and safety of the team in and post competition event

#### Competitions

The following events are (the minimum) scheduled to be attended by GBR Lifesaving teams.

- European Senior Lifesaving Championships – 2019
- European Junior Lifesaving Championships – 2019
- World Lifesaving Championships - 2020

#### Team Management

The appointed Team Management are required to follow agreed GBR Lifesaving team policies.

The Team Management appointments shall normally be for a period of 2 years. Retiring persons shall be eligible for re-appointment. The Steering Group may, in exceptional circumstances, review the appointment of the Team Manager/Coach and coaches and curtail the term of office, if in the opinion of the Steering Group it is in the best interest of GB Lifesaving teams.

#### Job Roles

The GBR Management team will consist of a mix of: Team Manager, Assistant Managers, Surf Coach, Pool Coach, Assistant Coaches, sports therapists and logistical support, dependent on volunteer interest.

The administration function will be responsible for organising all entry, travel, accommodation and kit requirements.





The GBR Team Manager/Assistant Managers will:

- Sign the agreed Code of Conduct.
- Act as an ambassador for GBR Lifesaving at ALL times and events
- Working with the administration function (SLSGB in 2019) to plan and allocate the budget within previously agreed financial limits.
- Manage the GBR squad, organise and oversee the GBR trials and ensure there is a fair, transparent and well publicised route into the GBR squad for emerging athletes
- The Team Manager along with, at least 2 nominated selectors will be responsible for making the recommendations for the selection of the GBR Teams in accordance with the approved selection criteria. The GBR Steering group will confirm all selection decisions and is the final selection decision making authority.
- Once approved, communicate personally with those selected and be available to discuss selection decisions where required.
- Help determine the technical specification for Team kit in conjunction with the administration function
- Manage all aspects of team participation at competition and pre and post event social functions
- Attend all team briefings notified by the organisers, and any ad-hoc briefings or meetings called by officials during the event
- Process in competition protests or appeals made on behalf of the team and in compliance with the rules
- Manage GBR social media and online presence & work in collaboration with national governing bodies to ensure equal promotion and opportunity to exchange marketing, PR.
- Prepare reports for the GBR Steering Group as required, producing a press release after each event and a preparation/performance critique

The GBR Team Coaches/Assistant Coaches will:

- Fulfil the role of Team Coach by taking the co-ordinating role in all team training, preparation and coaching.
- Senior Team Coach - Attend all designated Senior national competitions of both RLSS UK and SLSGB to view potential team members performing in competition
- Junior Team Coach – Attend all designated Junior national competitions of both RLSS UK and SLSGB to view potential team members performing in competition
- Co-ordinate with the manager and Selectors to recommend Team Selection to the GBR Steering Group.
- Determine and manage in consultation with the GBR Steering Group the pre-event team training schedule once the team is selected
- Ensure that competitors comply with the Code of Conduct at all times
- Sign the agreed Code of Conduct.

The GBR Sports Therapists:





- Accompany the team to competition, support the management team and help with the welfare of the team.
- Provide, strength and conditioning, massage and physiotherapy services to ensure the team are in the best possible shape to compete

### Person Specification

The above positions require individuals who can demonstrate relevant and appropriate attributes drawn from the following;

#### Knowledge

- A thorough technical knowledge of Pool, Open Water/Beach and SERC events at World and European Championships
- A thorough knowledge of the ILS/ILSE event rules, entry and protest procedures
- World Anti-Doping guidelines
- Preparing athletes physically and mentally
- Stretching and warm up routines
- First Aid, Nutrition and diet
- Safeguarding, Health and Safety

#### Skills

- Good interpersonal and people management skills
- Good communication skills
- Good leadership skills
- The ability to deal effectively with conflict
- The ability to motivate competitors
- Taping and strapping techniques
- Clean driving licence
- Equipment maintenance

#### Experience

- A background in life saving sport and hold an appropriate and relevant recognised qualification or have clear evidence of successfully managing or coaching a team of high-performance athletes
- Recognised physio therapy, strength and conditioning qualification
- A proven record of managing a Regional or National Team
- Proven coaching experience
- The ability to act firmly and fairly and without bias or self-interest
- Driving a Minibus, Towing a trailer

#### Attitude

- A team player, with a firm commitment to GBR Lifesaving, supporting our athletes to be the achieve their potential.

The successful candidates must be a Full Member of either RLSS or SLSGB or SLSA Wales and will be required to undergo an Enhanced Disclosure Barring Service' check and safeguarding training.





GBR Lifesaving team management and support staff will have their travel and subsistence expenses to attend events where a GBR Lifesaving team is competing met in full. Such expenses will be included in the budget agreed by the Steering Group and pre-agreed with all those receiving this support.

### **The Administrators function**

Alongside the Management Team the Administration will:

Oversee the administration and financial management of GBR Lifesaving in line with agreed objectives providing;

- A detailed budget proposal (in consultation with the Team Manager) for approval by the Steering Group.
- General administrative support to ensure the effective operation of the Steering Group (including arranging meetings, producing minutes and agenda's).
- Detailed accounts for scrutiny by the Steering Group and the Parties Boards
- Support for the GBR Lifesaving Team, arranging travel, booking flights, accommodation, and providing suitable insurance
- Information for athletes on the agreed financial contribution and ensuring it is paid prior to travel to the event
- Prepare timely and detailed final event financial reports
- Financial administration including the retention of detailed invoices and all expenses incurred

