



Position Description

| | | |
|---|--|--|
| Position title | LMSC Safety Chair | |
| Start date / End date or Term length | Ongoing | Elected or appointed position, term varies by LMSC |
| Estimated hours/days required per month | 5 - 10 hours | |
| Reports to | LMSC Chair | |
| Direct Reports | Event Directors and Coordinators within the LMSC | |
| Role overview and purpose, and how it relates to the organization's mission | | |
| <p>This position is charged with reviewing and reporting safety procedures and equipment at swim meets and other USMS sanctioned events, and perhaps even recognized events, if it is warranted. The LMSC may want to establish a minimum safety requirement checklist for each event to ensure that the basic safety needs of the members are being met.</p> | | |
| Key responsibilities | | |
| <ul style="list-style-type: none"> • Check basic safety apparatus and signage at events • Talk to lifeguards and/or safety officer for venue • Report to LMSC Chair after each event • Create and update safety guidelines for meet, event and clinic directors • Work closely with LMSC Sanctions Chair to evaluate event applications • Confirm safety plans and guidelines at event venues | | |
| Key deliverables | | |
| <ul style="list-style-type: none"> • Submit post-event safety reports to the LMSC Board for review to plan and enable future improvements to event safety. • Maintain LMSC event safety guidelines. | | |

| |
|--|
| Recommended skills, experience and attributes |
| <ul style="list-style-type: none"> • Experience and/or knowledge of event safety planning. • Develop or follow a event safety checklist to formalize event safety review. • Prior lifeguarding experience. • If possible, it is recommended to appoint an event safety director who acts as the point of contact during the event for all safety related concerns. |
| Recommended training |
| <ul style="list-style-type: none"> • Review safety plans and policies established by other successful event hosts. • Develop or utilize a safety checklist for pool and Open Water events |
| Benefits for the volunteer |
| <ul style="list-style-type: none"> • Develop organizational skills, and expertise in planning and conducting safe events. |
| Benefits to USMS |
| <ul style="list-style-type: none"> • Cannot have too much emphasis on safety, and it all starts at home. |
| Other suggested requirements of the role |
| <ul style="list-style-type: none"> • Depending on LMSC size, attendance at LMSC events is strongly recommended. • Delegate responsibilities when unavailable or when additional assistance is necessary. • Succession planning to recruit a capable successor for handling your role and responsibilities. |