

Job Description of the NJS Safe Sport Coordinator

Embody the mission of New Jersey Swimming

“Advancing competitive swimming in New Jersey through fair and inclusive opportunities.”

The Safe Sport Coordinator is a member of the Board of Directors and elected by the House of Delegates in an odd-numbered year for a two-year term beginning at the conclusion of the Spring HOD meeting of the year in which the election takes place.

Specific duties of the Safe Sport Coordinator are as follows, but not limited to:

- The Safe Sport Chair shall be responsible for the implementation and coordination of, and serve as the NJS liaison for, the Safe Sport Program established by USA Swimming.
- The Safe Sport Chair shall be a non-athlete member in good standing, and shall work with the USA Swimming Safe Sport staff, and the USA Swimming Safe Sport Committee to implement pertinent aspects of the national Safe Sport Program within NJS.
- Serve as the primary contact for NJS to coordinate and oversee the implementation of effective safe sport educational programs for all athlete members, their parents, coaches, volunteers and clubs, as provided by USA Swimming;
- Be trained regarding the complaint reporting structure and refer all reports of a violation of the Athlete Protection policies directly to the local club, the General Chair, the USA Swimming Safe Sport staff, and/or other appropriate authority;
- Participate in workshops as provided by USA Swimming, collect and share information about what USA Swimming and other LSCs are doing to promote safe sport policies, and disseminate information on LSC best practices;
- Serve as an information resource for NJS clubs and membership, and will help to identify and connect them with local educational partners and resources;
- Receive feedback and suggestions on the Safe Sport policies and programs from the NJS clubs and membership, and provide feedback to the USA Swimming Safe Sport Committee and Safe Sport staff;
- Perform other functions as necessary in the fulfillment of USA Swimming’s continuing efforts to foster safe, healthy and positive environments for all its members.

SAFE SPORT COMMITTEE

- Shall be responsible for coordinating safety enhancement and training opportunities as needed and for the dissemination of USA-S safety education information to all Group Members, athletes, coaches, and officials of NJS LSC.
- Shall develop safety education programs and policy for NJS LSC and make recommendations regarding those programs and policies and their implementation to the applicable division chairs and the NJS LSC Board of Directors. When approved by the Board of Directors, the Safety Committee shall be responsible for the coordination of their implementation by the Club Members.