



## Volunteering Opportunities

[WWW.OVERTONSWIM.ORG.UK](http://WWW.OVERTONSWIM.ORG.UK)

## WE NEED YOUR HELP!

Volunteering at the pool is a wonderful opportunity to:

- Foster community spirit.
- Ensure a safe and fun environment for our children.
- Develop new skills and build lasting friendships.

We understand that time is precious, and every little bit helps. Whether you can commit a few hours a week or just help out occasionally, your contribution will make a significant impact.

## JOIN IN AT THE POOL

To run each pool session, we need 2 Pool Rescuers, 1 First Aider, 1 Pool Administrator, and a Water Tester. Key tasks include:

- Communicate effectively with pool visitors
- Report maintenance issues to the Operations Team
- Report any chemical spillages to a Pool Plant Operator
- Open and close the pool including basic cleaning tasks

### POOL RESCUER

- Lead pool sessions, supervising the pool and users
- Anticipate and prevent accidents
- Intervene in unsafe behaviour
- Perform water rescues
- Provide immediate first aid, including CPR
- Be physically fit, with good vision, hearing, and mental alertness
- Complete Pool Rescue training

### POOL ADMINISTRATOR

- Greet visitors to the pool
- Take payments, managing cash receipts and swim bookings
- Answer pool user questions
- Liaise with the Lead Pool Rescuer to resolve issues quickly

### FIRST AIDER

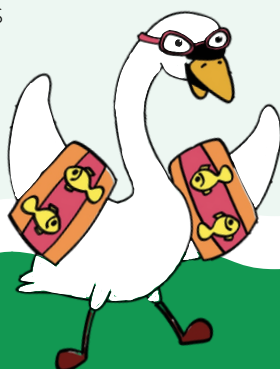
- Monitor pool users to prevent accidents
- Maintain first aid box supplies
- Provide immediate and basic first aid to any casualty
- Record accidents and treatments in the Accident Book
- Complete First Aid training

### WATER TESTER

- Regularly test and monitor pool water
- Keep accurate records of water quality tests
- Report visible issues with pool equipment to the Pool Plant Operator
- Complete in-house training

### POOL PLANT OPERATOR

- Regularly test and monitor pool water
- Inspect and maintain pool equipment
- Perform routine maintenance and minor repairs
- Coordinate with external contractors for major repairs and servicing
- Ensure compliance with health and safety regulations
- Keep accurate records of maintenance, chemical usage, and water quality
- Implement and monitor safety procedures
- Provide support and guidance to pool team
- Complete National Pool Plant Operators Certificate training



Funded by  
UK Government

# JOIN THE COMMITTEE

All Committee Members will

- Advocate for the club in the local community.
- Act as a point of contact for the club.
- Understand and support the role and responsibilities of other volunteers.



## CHAIR

Responsible for the management of the committee, reporting to the Trustees and representing the pool at local events and with supporting government bodies and associations.

## COMMITTEE SECRETARY

Responsible for the administration of the club including committee support, and liaising with external bodies to ensure club compliance with legislation such as the Charities Commission.

## FINANCE

Manage day to day banking, payments, receipts and the preparation of statutory accounts together with the Club Treasurer and auditors.

## HEAD OF OPERATIONS

Ensure all sessions are adequately covered and oversee health and safety risk assessment at the pool. Arrange provision of supplies and manage opening and closure processes.

## VOLUNTEERS AND TRAINING

Support the volunteers ensuring they understand their role and both training and safe working requirements. Take the lead in volunteer recruitment and organisation of training events.

## MEMBERSHIP SECRETARY

Manage the club's subscription and membership renewal process, maintaining up-to-date contact details for members. Approve membership applications and communicate with new members.

## MARKETING

Manage advertising and marketing campaigns to promote pool activities within the community. Deliver volunteer and member communications and collect feedback in support of other committee members.

# BECOME A TRUSTEE

The Board of Trustees, led by the Chair, Treasurer and Secretary are responsible for the safe operation of the pool.

Meeting several times a year they oversee the work of the management committee. They take the lead in decision making for the operation and future funding of the pool, ensuring affordable swimming provision for all residents of Overton village and community.

This a great opportunity to help make difference if you have only a few hours a year to spare.

# JOIN US TODAY

 [volunteers@overtonswim.org.uk](mailto:volunteers@overtonswim.org.uk)

 @lordsfieldwimming

