

WANTAGE WHITE HORSE SWIMMING CLUB

Role Title: Trophies and medals co-ordinator

Objective/Purpose of Role:

To ensure trophies and medals are awarded for each club championship, and
The collection of trophies from previous winners which we award annually

Responsibilities/Activities

- Ensuring adequate trophies, medals and pendants are available at each event.
- Ordering new medals, trophies and pendants.
- Collection of trophies awarded in previous years.
- Co-ordinating of the presentation of the medals to the individual winners at either the event, or an arranged presentation.

Typically includes Liaising With

Chairperson and other committee members
Members to collect trophies from previous events

Indication of personal time spent performing task.

No regular time needed. A couple of hours before a championship (Approx 4 a year) to ensure correct amount of medals/ribbons are held. Chase up any outstanding trophies and Order any replacements if required.