



## GCSC Team Stats Co-ordinator

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### Role

Co-ordinate swimmer statistics in on-line database (Hy-tek Team Manager)

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### Skills

- Well organised and efficient
  - Comfortable with database usage
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### Main Duties

- Ensure individual swimmer and team statistics are kept up to date
  - Liaise with Competitions Secretary and Open Meet Co-ordinator and enter electronic file of results from Open Meets and Competitions
  - Liaise with coaches and Competitions Secretary to gain non-electronic results and enter these manually
  - Liaise with Membership Secretary to ensure records for each swimmer
  - Provide information as required to coaches and Lead Team Manager to support swimmer selection for relays and other events
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### Commitment

As required for maintaining accurate data, with additional effort around Competitions and Open Meets

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### Benefits to Self

Contribution to efficient running of club and accurate information for swimmers

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