Junior Series Coordinator role

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| Volunteer role title | West Midlands Junior Series Coordinator. |
| Summary  | * To form part of the Regional Committee and provide support in relation to the Junior Events Series in the region.
* To act as a senior volunteer within the sport regionally.
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| Requirements | * To be the main point of contact for queries and the organisation of the Junior Events Series.
* Communication with BTF Junior Series and West Midlands Regional Website Coordinator for completion of the Junior Series pages and standings after results are compiled by BTF.
* Circulate and promote the Junior Series to clubs and competitors.
* Liaise with West Midlands Junior Development Coordinator and West Midlands Academy Regional Head Coach.
* Attend Regional Committee meetings and any relevant sub-committees.
* Promote and represent Triathlon England within the region.
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| Responsible to | * Chair and Members of the Regional Committee.
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| Competencies/ experience required | * Reliable, approachable and athlete centred.
* Passionate about triathlon and developing and growing the sport.
* Well-organised and with good planning skills.
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| Pre-requisites for the role | * Enhanced DBS clearance check through TE or prepared to undergo vetting to achieve same.
* Must be a member of Triathlon England.
* Must be resident in or a member of a club based in the region.
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| Time commitment required | * A minimum of four regional meetings annually, plus the AGM.
* Possible attendance at regional sub-committees, if established.
* Attendance at races when required.
* Ad hoc time between meetings to prepare quarterly updates for the Committee.
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| Support available | * West Midlands Regional Chair.
* Triathlon England staff:
	+ Regional Manager.
	+ National Delivery Manager.
	+ Head of Clubs and Regions.
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| Appointment and term of office  | * Elected by either an AGM or EGM.
* Two-year term of office with eligibility to stand for re-election.
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