

# CLUB STATISTICIAN

## Mike Lambert

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### Main Duties

- Maintain and disseminate information relating to individual performances of swimmers
- Maintain a database of individual swimmers performances and Club records
- Analyse the results of all Club competitions and produce a report listing all recorded times
  - Identifying whether a personal best time was achieved
  - Identifying new club records
  - Carrying out any necessary conversions to store short course times
  - Showing number of GB/BAGCAT points awarded for the swim
  - Listing reasons for disqualification
- Distribute copies of results via the Club's website
- At the request of the Club's selectors provide lists of swimmers who qualify to swim in competitions, taking into account:
  - Date of birth
  - Qualification/limit times
  - Competition conditions
  - Club selection policy
- Handle entries for internal club competitions, automatically picking up times from the swimmer's personal best times. Maintain Championship records for club competitions
- Maintain an up to date table of club records on Club website
- Ensure that swimmers personal information is protected to comply with appropriate regulations, including, but not limited to the UK Data Protection Act and EU Directions on Privacy of Electronic Communications.
- To follow and promote the ASA Child Protection policy
- Abide by all policies and codes as required by the Club

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### Commitment

Ongoing weekly responsibility

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