

## **Training Coordinator**

### **Responsibilities**

- Report to Participation Officer and provide them with any updates to take to the Committee
- Promote opportunities for run leadership courses to ensure there are sufficient competent leaders to lead training groups
- Identify shortages in numbers of leaders and/or skills gap(s) and work with Participation Officer to provide solutions
- Maintain club records of current LIRF's and CIRF's (Leadership/coach in running fitness)
- Liaise with run leaders for all groups responding to any issues and offering support where necessary
- Propose and promote seasonal running programmes - such as Christmas/NY schedule
- Ensure we have allocated named run leaders at all sessions, and rota is managed, and this is communicated weekly to the Comms sub-group
- To review the weekly training calendar and ensure we are providing a wide range of training opportunities in line with our clubs aim/vision.