



Role Description: Activity Buddy

The role of the Event Organiser is to effectively and efficiently create, plan and manage successful sports (and other) events. The Event Organiser has overall control recruiting, motivating and managing the events team, ensuring each event runs smoothly, on time and on budget.

Responsible to:	<ul style="list-style-type: none"> • Committee 	Responsible for:	Disabled Members
Main Duties		Skills Required	
<ul style="list-style-type: none"> • To receive and complete the Activity Buddy training provided by the EFDS • To accompany disabled member(s) and provide additional support for disabled people to participate within the organisation • To provide additional support during training sessions or as and when required by the disabled person (and when convenient for the Activity Buddy) • To motivate, encourage, and befriend a disabled person and support them in achieving their personal fitness & skills aims • To help break down barriers to participation for disabled people i.e. access, communication, social and psychological 		<ul style="list-style-type: none"> • Effective communication and interpersonal skills • Patient, friendly, approachable and a good listener • Confident and diplomatic • Enthusiastic, reliable and motivational • An interest in sport, health & fitness • Over 14 years of age, although this is at the discretion of the Committee • Committed to equal opportunities • Open-minded and proactive in their assistance 	

The Commitment we are looking for

Make a regular commitment to support disabled members whenever they participate and require your support

The commitment is for the time it will take you to undertake the main duties.

The 'term of office' is indefinite, however, reviewed at the AGM. Commencing on appointment in accordance with The Club Recruitment Policy and subject to appropriate passing of a trial period (if applicable) and achievement of qualifications and successful CRB check.

Our Commitment to you

The Club secretary, The Committee, Treasurer and Training and Development Officer will provide assistance as necessary.

We will provide access to appropriate training courses to assist in the execution of duties.



We pay your expenses in accordance with our expense policy

Other Resources Available

<http://teamer.net> assists in team management and organisation. Teamer provides a free SMS text service making it simple to advise players and coaches of events, it is a secure and free solution and is a major benefit to club organisation and communication with players.”

The **runningsports** website (www.runningsports.org) has useful resources including Quick Guides, Top Tips, and information on available training including workshops and workbooks.

Also check out the following web sites for other available resources:

English Federation of Disability Sport	www.efds.co.uk
How to be An Activity Buddy Online Training	http://aabstraining.efds.co.uk/