

FIT Endorsed Activities Policy

Background

With the growth of FIT over the last ten years has been an expansion of activities that are arranged and organised under the club banner. While the increased variety of activities is welcome and encouraged, it is essential that the Committee is aware of all activities being undertaken so that Club and Committee liability is protected and so that the information is disseminated to all club members.

Policy

This policy sets out the process for advising, approving and communicating FIT Endorsed Activities.

FIT 'activities' are any coached or un-coached training activities, whether they are:

- a program or series of activities across a period of time (eg: Rookie Running/ Swimming), or
- a one-off activity (eg: a lake swim)

ALL FIT members are required to follow this process for any new activity or any major change to an existing activity.

Members are encouraged to bring this policy to the attention of other members who are seeking to set up activities, programs and special-purpose subsets of FIT of any duration.

Step	Action	Action Officer
1	Contact the Coaching Coordinator about activity changes or proposed new activities.	Coaches, and any FIT member proposing a new/ changed activity => Coaching Coordinator
2	Select a management category for the activity using the table on the following page for and update the FIT calendar on the website.	Coaching Coordinator
3	Table changes to the FIT -website at each Committee meeting for endorsement by the Committee. Short notice activities can be tabled out of session, via email.	Coaching Coordinator => Committee
4	Communications Coordinator to disseminate updated - information via other agreed channels: website listing, under each Training heading, Facebook, newflash etc.	Communications Coordinator => Web Mistress and Newsflash editor and via Face book

25 August 2016

Management Categories

	Core	Uncoached Training	Coached Program	Supported (Coordinated) Program	Endorsed program/activity	Advertised/commercial Program or Event	Event
Eligibility	Any Member	Any Members	Member registered for prog	Member registered for prog	Self selected member (program/activity may be experienced/skills based thus limiting eligibility)	Anyone	Any Members
Aim	Regular structured session to introduce and support women's participation in triathlon and disciplines	Regular unstructured session to allow members to train in a community environments	Structured time-limited program with specific training outcomes/focus	Unstructured time-limited program with specific training outcomes/focus. Support is given in return for opening activity up to ALL members.	Self-organised groups for activities aligned with FITS vision and mission.	Commercial programs run externally to FIT	Event organised by FIT. Time limited/specific focus
Frequency	Weekly/all year	Weekly/all year	Time limited	Time limited	Time limited	time limited	time limited
Coaches	Rostered, regular coaches	None	Dedicated, program-specific coaches	Program provided, but participant self-guided (coaches may be around, but not on deck every session)	None	None/externally organised	None
Coaches communications	None	None	Regular during program	Some	Ad hoc advice	na	
FIT Coordination	Yes	Some	Yes	Yes	None	na	Yes
Coord Communications	Only changes	Only changes	Regular during program	Regular during program	Someone will lead the self-organised group	Some	Yes
Sessions	Structured, specific skill/fitness development	Unstructured	Structured, specific skill/fitness development	Structured, often working in with Core and Uncoached sessions	Self-guided, working in with FIT sessions where appropriate	na	None
Risk-Management Plans	Yes	No	Yes	No	No	na	Yes
Websites	Yes, all info	Yes, all info	Yes, outline and rego	Yes, outline and rego	Maybe	Event listed on events page?	Yes
Newsflash	Only changes	Only changes	Prog announcement/regog	Prog announcement/regog	Prog announcement/regog	Yes	Yes
Facebook	Only changes	Only changes	Prog announcement/regog	Prog announcement/regog	Prog announcement/regog	Yes	Yes
Registration	No	No	Yes	Yes	No	Externally organised	No
Cost	Membership fee	Membership fee	Cost recovery	Nominal one-off fee, depending on level of support and additional activities	None	externally organised	Yes, dependant on event
Example	Monday night swimming	Thursday running	WTTP	1/2 Marathon program	North Face 50 group	Colour Run	Mega Swim