

TINY TOTS COORDINATOR

The role of a Tiny Tots Coordinator of Noarlunga Little Athletics Centre incorporates the following:

- To attend committee meetings when available and to provide opinions and vote on various issues.
- Organize and run a one hour session of suitable events for children aged 3 to 5.
- Encourage and ensure that parents attend and assist with aspects of activities conducted in each session.
- Encourage suitable parents to take over the role of Tiny Tot Coordinator when it is apparent that you will not continue.
- To endeavour to maintain a friendly but firm atmosphere and to encourage all children of varying abilities.
- To represent NLAC at away meets, venues and events where Tiny Tot activities are held.
- To provide an accurate account of the members who are present for each session.
- To maintain and assess equipment to ensure safety at all times.
- To ensure the safety of others in regards to the actions of members.
- To assess each meet, the safe running of the session due to weather and other unusual matters.
- To assist in the setting up and packing up at each meet.
- To assist at events hosted by NLAC e.g. Cross Country, Presentations, Fund raisers, etc.
- To make new families to NLAC feel welcome and guide them through their first weeks.