

Role: Welfare /Safeguarding Officer

Wath upon Dearne Amateur Boxing Club is a voluntary run boxing club affiliated to England Boxing. Our aim is to provide fun and exciting boxing classes that the whole family can partake in. We would like to develop both elite and recreational boxing in Wath upon Dearne as we believe boxing is a sport that can be enjoyed by all.

Responsible to: England Boxing, Club Chairman and Secretary

Role purpose: The person within a sports club with primary responsibility for managing and reporting concerns about children and for putting into place procedures to safeguard children in the club.

Commitment: 4.5 hours per week for training. Tue 4.30 – 6pm, Thu 4.30 - 6pm,, Fri 4.30-5pm

Additional hours: Attending club shows where necessary

Main tasks:

- Work with others in the club to ensure a positive child-centred environment
- Assist all coaches to fulfil their responsibilities to safeguard children at club level
- Assist the club to implement its safeguarding children plan at club level
- Act as the first point of contact for staff, volunteers, parents, children and young people where concerns about children's welfare, poor practice or abuse are identified
- Act as the first point of contact with the lead safeguarding officer
- Implement the clubs reporting and recording procedures
- Maintain contact details for the local children's social care department, the police and Local Safeguarding Children Board
- Promote the clubs best-practice guidance and/or code of conduct within the club
- Sit on the club's management committee
- Ensure adherence to England Boxing safeguarding children training and check coaches expiry of qualifications.
- Ensure appropriate confidentiality is maintained
- Promote anti-discriminatory practice

Skills, Qualifications and Experience:

- DBS approved (or willingness to submit application)
- Child-focused approach
- Basic administration and computer skills
- Basic advice and support-provision skills
- Communication skills, including use of social media
- Ability to maintain records
- Ability to provide information about local resources

- Ability to promote organisation's policy, procedures and resources

Required Knowledge:

- Own organisation's role and responsibilities to safeguard the welfare of children and young people
- Boundaries of the role of club welfare officer
- Basic knowledge of the roles and responsibilities of statutory agencies (children's social care, the police and the NSPCC) and Local Safeguarding Children Board
- Local arrangements for managing safeguarding children and reporting procedures
- Poor practice and abuse – behaviour that is harmful to children

If you are interested in the role of Welfare and Safeguarding Officer please contact Darren on 07816528260, or email your CV and a short cover letter to darren@schoolofboxing.com

