Volunteering-

Club Welfare Officer

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| **Main Purpose of Role:** | To ensure the club operates a safe, child friendly environment and promotes good practice in line with the club’s Child Protection Policy |
| **Hours a Week (Approx):** | 1. hours
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| **What will you be doing:** | * Ensure the club’s Safeguarding/Welfare policy is implemented in line the FA Framework
* Ensure that everyone within the club knows who you are and how they can communicate with you if they have any problems
* Promote RESPECT and develop best practices
* Attend committee meetings and ensure that safeguarding is on the agenda
* Ensure that all incidents are properly recorded and reported/referred appropriately to the Berks & Bucks FA and/or statutory authorities in a timely fashion and in accordance with relevant policies
* Attend training relevant to the post
* Assist planning of tournaments to ensure child safety
* Work with League Welfare Officer and Berks & Bucks FA Welfare Officer
* Ensure all policies are in place (safeguarding, anti-bullying, and equality)
* Encourage members to complete various workshops
* Monitor all activities involving Children and Young People
* Verify CRC checks within the club
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| **Equipment Needed:** |  |
| **Desired Skills:** | Experience of safeguarding and child protection either at work or other volunteeringCommunication skillsAdministration skills |
| **Expenses Paid:** |  |
| **Training Available:** | Welfare Officer Workshop, support from County Welfare Officer, County FA networking events |
| **Where the role will be carried out:** | Football Club/Home |
| **Who will need updating on issues:** | Chairman, Secretary, Managers  |
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