



# Multi Sports Club

[www.multisportsclub.org.uk](http://www.multisportsclub.org.uk)

Reg Charity No: 1109962

## Welfare Officer Role Description

The Club Welfare Officer will act as a first point of contact for any person in the Club who has a concern about child / vulnerable adult welfare and protection.

### Core Areas of Knowledge:

- Basic knowledge of and/or familiarity with the pertinent legislation and Government guidance relevant to this role.
- A basic knowledge of the roles and responsibilities of the statutory agencies within Child Protection, such as Social Services, Police and the NSPCC.
- Understanding of local procedures for reporting Child Protection concerns to the statutory agencies.
- Familiarisation with the relevant CSP Child Protection Policy and Procedures document and a knowledge of how to put this into practice particularly in relation to young people in the Club.
- Awareness of equity issues within the context of Child / Vulnerable Adult Protection.
- A basic knowledge of the different forms of behaviour that can occur within and outside of sport which are harmful to children and vulnerable adults, from poor practice to abuse.

### Core Skills – ability to:

- Administrate/organise paperwork and record information received
- Act as a local source of advice on child / vulnerable adult protection matters
- Communicate with others

### Core Tasks:

- To help safeguard Young People by assisting in the promotion and implementation of the local County Sport Partnership Child Protection Policy at a Club level.
- To be the first point of contact in the Club for the reporting of Child Welfare and Protection concerns.
- To assist in the raising of awareness of others at a club level in respect of Child Protection.
- To be a Club Committee member.
- To uphold confidentiality, as far as is practically possible, in all child / vulnerable adult protection matters.