



Multi Sports Club

www.multiportsclub.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.

January 2014 (Reviewed June 2024)