



SCOTTISH JUNIOR FOOTBALL ASSOCIATION

ROLE DESCRIPTION FOR CLUB SAFEGUARDING OFFICER

The Club Safeguarding Officer will:

Responsibilities

- Implement the Association's policies, procedures and safeguards for young player's wellbeing within their club.
- Encourage good practice by promoting and championing the policies, procedures and safeguards.
- Monitor and review policies, procedures and safeguards to ensure they remain current and fit for purpose.
- Regularly report to Club Committee.
- Raise awareness of the Club Safeguarding Officer role to parents/carers, adults and young players involved in the club.
- Raise awareness of the Code of Conduct for Safeguarding Young Players Wellbeing to parents/carers, adults and young players involved in the club.
- Challenge behaviour which breaches the Code of Conduct.
- Keep abreast of developments in the field of children's wellbeing, safeguarding and child protection by liaising with the Association's Safeguarding Officer and attending relevant training or events.
- Organise / signpost appropriate training for all adults volunteering with young players in the club.
- Establish and maintain contact with local statutory agencies, including the police and social services.
- Respond appropriately to disclosures or concerns which relate to the wellbeing of a young player.
- Maintain confidential records of reported cases and action taken.
- Where required, liaise with the Association Safeguarding Officer and/or statutory agencies and ensure they have access to all necessary information.

Person Specification

- The ability to build relationships with club members, parents/carers, young players and the Association Safeguarding Officer.
- An interest in the wellbeing and safeguarding of children and child protection matters.
- A willingness to challenge opinion, where necessary, and to drive the safeguarding agenda.
- Strong listening skills and the ability to deal with sensitive situations with integrity.
- The confidence and good judgement to manage situations relating to the poor conduct/behaviour of others towards a young player.

Skills / Experience

- Attend relevant training to fulfil the role of Club Safeguarding Officer.
- Experience of working with children.