BRITISH WRESTLING

WELFARE OFFICER ROLE DESCRIPTION

The Welfare Officer is responsible for promoting safeguarding within their Club and working with others to ensure a safe and inclusive Club environment is achieved.

The Welfare Officer **must not** be a member of the coaching team and **should not** be related to a member of the coaching team (for example, their spouse).

The Welfare Officer should be someone over the age of 18.

MAIN DUTIES

- Work with others in the Club to promote safeguarding, diversity and inclusion and ensure compliance with the British Wrestling standards for Club registration.
- Work with others in the club to ensure safeguarding and diversity and inclusion information, including policies, reporting procedures and details of the Club Welfare Officer are visible and available.
- Work with others in the club to promote the Club's Code of Conduct.
- Ensure safeguarding and diversity and inclusion is on the agenda at committee meetings.
- Act as the first point of contact for all children and adults where concerns about welfare, discrimination, poor practice or abuse are identified.
- Work with the British Wrestling Designated Safeguarding Lead when concerns arise within the Club.
- Maintain contact details for the British Wrestling Designated Safeguarding Lead and key statutory agencies.
- Contact the Local Authority children's or adults' social care teams and the police about concerns where appropriate.
- Work with the British Wrestling Designated Safeguarding Lead to facilitate audits of the Club in relation to the required safeguarding standards.
- Work with the Committee/Management and British Wrestling to facilitate the completion of any action plan to address the results of an audit.
- Work with others in the Club to ensure the relevant people at the Club have completed a satisfactory criminal records check.

SKILLS AND TRAITS

- Tactful and discrete;
- Able to resolve conflict;
- Engaging and supportive;
- Approachable and trustworthy;
- Good listener and friendly;
- Caring and understanding; and
- Professional and helpful.

TRAINING

- Safeguarding and Protection Children (or another course approved by British Wrestling) – **required**.
- CPSU Training- **required**.

KEY RELATIONSHIPS

- Chairperson and management committee;
- Coaches;
- Volunteers at the Club; and
- All members – junior and senior, plus parents/carers of junior members.

TIME COMMITMENT

- Attendance at key Club events, such as open days and junior competition.
- Attendance at management committee meetings.

CRIMINAL RECORDS CHECK

- Essential for this role
  see British Wrestling website for details.

BRITISH WRESTLING

@GBRWrestlingNGB
BritishWrestlingNGB
british_wrestling