

## Club Welfare Officer Role Profile

### Role

The role of the CWO is to assist with the safeguarding and protecting of children, young persons and vulnerable adults in St Paul's Boxing Academy.

**RESPONSIBLE TO:** Management Committee

### **MAIN DUTIES:**

- Ensure Academy compliance with the EB child protection, safeguarding and welfare policies.
- Report and update Trustees on all safeguarding matters as a standing agenda item at Trustee board meetings.
- Be the first point of contact for the Academy for child protection, safeguarding and welfare issues.
- Be the first point of contact for the Academy for vulnerable adult protection, safeguarding and welfare issues.
- Ensure that their own personal welfare training is compliant with EB requirements.
- Ensure that all relevant Academy members have DBS disclosures.
- Be a member of the Management Committee and ensure child protection is a priority for the Academy.
- Maintain a good communication link with the Regional Welfare Officer and National Compliance Manager.
- Be aware of and have contact details of the local children services, Police Child Protection and NSPCC.
- Have displayed prominently in the Academy the Child Protection Policy, CWO contact details, and the Code of Conduct
- An understanding of confidentiality and information sharing issues.

### **TIME COMMITMENT**

- Approximately 3 hours per week.