



WELFARE OFFICER

RESPONSIBILITIES:

- **OF ROLE:** To act as a point of contact in all issues relating to the welfare of young people and to ensure all appropriate documentation and forms are completed in accordance with the RFU/RFUW policy and procedures for the welfare of young people in rugby union.
- **TO:** Main Committee
- **FOR:** All Committee members, all coaches, referees and volunteers taking responsibility for young people, all parents of juniors

DUTIES:

- Ensure the club has a Child Protection Policy and implementation plan
- Ensure Codes of Conduct are well publicised and adhered to
- In consultation with County Welfare Officer ensure all reported incidents are managed at the appropriate level in line with RFU procedures.
- Ensure all relevant club members are aware of training opportunities
- Ensure all parents, children and young people are aware of the club policy on Child Protection/ Welfare and the correct procedures and channels for voicing concerns
- Be aware of local social services and area child protection committee contact
- Sit on relevant club committees

IDEAL/KEY SKILLS FOR ROLE:

- Approachable
- Discrete
- Have good communication and listening skills
- Sound understanding of child protection issues and policies

TIME COMMITMENT:

- Approximately 1-3 hours per week

CLUB NOTES: