

Safeguarding officer

Role Background

The Safeguarding officer will be the designated person within the Scottish Korfball Association with primary responsibility for managing and reporting concerns about children and vulnerable adults and for putting into place procedures to safeguard everyone in Scottish Korfball, including supporting club welfare or safeguarding officers, where relevant.

Duties and responsibilities

- Working with the SKA Management Committee (MC) and clubs within Scottish korfball to create a positive, safe environment within the sport
- Play a lead role in developing and establishing the SKA's approach to safeguarding children, young people and vulnerable adults – a key role within the SKA
- Manage cases of poor practice and abuse reported to the SKA – including records system
- Manage referrals to Statutory Bodies
- Central point of contact for internal and external individuals and agencies for safeguarding matters
- Represent the SKA at external meetings related to safeguarding
- Coordinate the dissemination of policy, procedures and resources throughout the Scottish korfball organisation
- Provide advice and support to club welfare officers and play a lead role in their training
- Play a lead role in maintaining and reviewing the SKA's implementation plan for safeguarding and protecting children
- Ensure safeguarding standards are met and maintained
- Keep own knowledge and skills up-to-date

Skills and abilities required:

- Administration and systems (records) management skills
- Ability to promote and demonstrate anti-discriminatory practice
- Advice and support-provision skills at all levels within the organisation
- Communication skills
- Ability to develop and produce national level guidance and resources
- Ability to work with conflict and emotionally distressing matters

Knowledge Desired:

- Role and responsibilities of Statutory Bodies
- Planning processes for safeguarding and child-protection enquiries and investigations
- Behaviour that is harmful to children, thresholds of poor practice and abusive behaviour
- Boundaries of the lead safeguarding officer role
- Core values and principles of work with children, young people and vulnerable adults
- Equality issues and safeguarding
- Best practice in prevention
- Legislation, government guidance and national framework for safeguarding

The safeguarding officer is appointed by the SKA Management Committee, and may attend SKA MC meetings, however the role is not part of the MC and does not have any voting rights.

If you think you would be able to fulfil this role or would like more information then please contact chair@scotlandkorfball.co.uk by 12th of September.