

# SISSINGHURST CRICKET CLUB

King George V Field  
Sissinghurst Road  
Sissinghurst  
Cranbrook  
Kent TN17 2JA

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sissinghurstcc@hotmail.co.uk



## **Sissinghurst Cricket Club – Welfare Officer**

***The ECB states that “any individual, organisation, club or County Board has a duty of care to ensure the safety and welfare of any child involved in related activities, to safeguard and protect them from reasonably foreseeable forms of harm”.***

No Club in England can function without an appointed Welfare Officer.

### **Job Specification:**

The Club Welfare Officer is the person within the Club with primary responsibility for managing and reporting concerns about children and for ensuring the Club has put in place procedures to safeguard children whilst attending organised events at the Club or other Clubs where SCC is being represented.

### **Duties and Responsibilities:**

- Work with others in the Club to ensure a positive child-centred environment that adheres to the guidelines provided by the ECB in its Safe Hands policy for safeguarding children.
- Assist the Club to fulfil its responsibilities to safeguard children at Club level including DBS Checks and liaison KCB and the ECB.
- Assist the Club to implement its safeguarding children plan at Club level.
- Act as the first point of contact for volunteers, parents, children, and young people where concerns about children’s welfare, poor practice or abuse are identified.
- Implement the Club’s reporting and recording procedures.
- Promote the Club’s best-practice guidance and/or code of conduct within the Club.
- Sit on the Club’s management committee.
- Ensure adherence to the Club’s safeguarding children training.
- Ensure appropriate confidentiality is maintained.
- Promote anti-discriminatory practice.

### **Skills and Abilities Required:**

- Child-focused approach.
- Basic administration and computer skills.
- Basic advice and support-provision skills.
- Communication skills.
- Ability to maintain records.
- Ability to provide information about local resources.
- Ability to promote the Club’s policies, procedures, and resources.

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## **Knowledge Required:**

- An understanding of the Club's roles and responsibilities to safeguard the welfare of children and young people.
- Boundaries of the role of Club's welfare officer.
- Basic knowledge of the roles and responsibilities of the organisations to whom the Club must report.
- The Club's arrangements for managing safeguarding children and reporting procedures.

## **Training Required**

You MUST complete two pieces of training at the cost of SCC:

1. ECB Safe Hands Course: this is the training course for Club Safeguarding Officers in Cricket. It lasts 3 hours.

**and**

2. **Either:** The Safeguarding Young Cricketers course, a Safeguarding & Protecting Children Certificate **OR** a work based Safeguarding Certificate (e.g. appointed person within a school).

This training will fully explain exactly what the extent of the role is

For more information, please contact Simon Latham ([simonlatham@brookinvest.com](mailto:simonlatham@brookinvest.com)) Head of Junior Cricket Sissinghurst Cricket Club

*The role of Club Welfare Officer is regarded as Regulated Activity, for the purpose of the Protection of Freedoms Act 2012. This means that the Club must ensure that any individual is properly vetted and that he or she has not been barred from working with children. By applying for the role, you consent to the Club completing these important checks.*