

Child Safeguarding Officer

Purpose

Serves as first point of contact for Club Community Members and others who have concerns about a child or young person within the Club. They provide advice and support to assist the member with making a report.

The Child Safeguarding Officer will work with the Committee to implement safeguarding policies and procedures.

Responsibilities

- Communicate and promote awareness and understanding of Safeguarding Policies and Procedures.
- Help adults at the club understand their obligations to protect children and young people and promote their rights.
- Be the first point of contact for all safeguarding matters.
- Receive and escalate complaints, concerns and incidents to the Club, Committee or AusCycling for appropriate action.
- Provide regular updates at Committee Meetings.
- Work with the Committee to assess risks to children and young people within the club and develop strategies and action plans to minimise the risks.
- Ensure the club undertakes correct screening of people in accordance with the current safeguarding laws and legislation.
- Ensure appropriate records are maintained.
- Any other duties required to promote the safety of children and young people.

Skills

- Knowledge of current Safeguarding Policies and Procedures.
- Approachable and effective communication.

Pre-Requisites

- Current Working with Children Check.
- Current First Aid Certificate.
- Completion of SIA eLearning – Safeguarding Children in Sport Induction.