

Role Description

Employer:	Active Black Country Limited (ABC)
Job title:	Sport Welfare Lead
Department:	ABC Executive
Location:	1 st Floor Neville House Steelpark Road Halesowen B62 8HD
Contract:	Permanent
Salary:	£30,000-32,000.00 per annum
Hours of work:	37.5 hours per week with additional hours worked as necessary for the proper performance of duties
Reporting to:	Strategic Lead - Education, Child and Young People

Job purpose

The officer will form part of the Active Black Country executive, reporting to the Education, Children & Young People Lead, and work closely with local statutory and community stakeholders to promote good practice and safe sport across the Black Country.

The officer will provide support for the welfare and safeguarding of children, young people and adults. Working with National Governing Bodies of Sport (NGBs), NSPCC's Child Protection in Sport Unit and the Ann Craft Trust, the role holder will enhance the work of the existing safeguarding structures inside and outside sport, complementing Sport England's safeguarding case management programme which supports NGBs in responding to welfare concerns. The role will take steps towards addressing areas highlighted in the Whyte Review, published in July 2022, which questioned the level of safeguarding responsibility delegated to volunteers at a regional/local level and will provide support for the welfare and safeguarding of children and young people and adults.

The post holder will also work closely with thematic leads across the Active Black Country executive to align their work under the partnerships 'People Plan' & 'Diversity & Inclusion' strategy, ensuring we develop a local workforce that is reflective of the Black County.

Main duties

1. Engage with community partners to develop understanding and key support areas to build capacity across local organisations to promote and support good practice for both children, young people's and adults' welfare across the Black Country.
2. Build relationships and improve connectivity with people working on welfare within and across sports (national, subregional and local) including working with the Black Country Commonwealth Active Communities Connectors to incorporate place based needs and requirements.
3. Coordinate and deliver support and training to upskill club welfare officers (especially those new in post) across the Black Country, utilising platforms such as the Black Country's Activation Academy to drive the upskilling of the welfare officer workforce.
4. Communicate with Club Welfare Officers using existing Black Country networks, or creating new forums where these do not exist, to promote best practise.
5. Facilitate and support reporting and referral of safeguarding cases from local clubs to national organisations (including NGB's) supporting the resolution of lower-level concerns where appropriate.
6. Connect the sporting welfare agenda to statutory agencies outside of sport including the 4 Black Country local safeguarding boards, developing effective relationships with Black Country Local Authority Designated Officers (LADO's).
7. Develop resources that support local organisations to promote good practice for children & young peoples and adults welfare, in addition to supporting the implementation of the ABC 'People Plan' & Diversity & Inclusion strategy.
8. Champion national safeguarding campaigns such as CPSU's 'Keeping Your Child Safe in Sport' and Ann Craft Trusts #saferculturesafersport initiative with Black Country clubs and organisations.
9. Raise awareness of safeguarding with parents/carers and participants either inside or outside sport utilising Black Country platforms such as the Black Country Moving site to embed awareness further.
10. Work with NGB's to help them further understand safeguarding in local clubs including how safeguarding policies and procedures are cascaded, sharing good practice locally and providing feedback to NGBs either sub-regionally, regionally or nationally.
11. Liaise with other Active Black Country staff across thematic areas to share learning and ensure connectivity between priority areas of work.
12. Ensuring compliance at all times with contract management, procurement and finance procedures.
13. To be responsible and take reasonable care for the Health, Safety and Welfare of self and other employees and the public in accordance with Health and Safety Legislation and company procedures.

14. Adhere to the Data Protection Act at all times. Confidentiality must be maintained at all times.
15. To adhere to all relevant Active Black Country Limited policies and procedures at all times.
16. Undertake such other duties as may be appropriate.

Person Specification

1. Knowledge of professional safeguarding and welfare experience including working with children, young people and adults.
2. Customer focused approach with ability to engage, influence and build relationships.
3. Ability to assess need and identify prioritisation of where support is required the most.
4. Experience of group leadership to develop cultural change.
5. Experience of relevant Sport issues, priorities and policies impacting on welfare agenda as well as priorities and policies outside of the sport sector.
6. Knowledge of the welfare infra-structure inside and outside sport including how welfare procedures are followed in response to safeguarding concerns.
7. Understanding of case management thresholds, from low-level to serious concerns, with experience of dispute resolution, negotiation and mediation to support resolutions.
8. Experience of working with voluntary and not for profit organisations.
9. Experience of developing and interpreting insight and applying findings to a programme of work.
10. Articulate, concise, accurate written and oral communication skills.
11. Ability to meet objectives and work on own initiative.
12. Computer literate to a good level in terms of using Microsoft Office software for word processing, spreadsheets and databases.
13. An ability and willingness to work as part of a team and to make an effective contribution to the work of ABC Ltd.
14. A good understanding of, and commitment to equal opportunities and safeguarding principles.
15. Able and willing to work unsociable hours, including evenings/weekends on occasion (engaging with welfare volunteers).
16. Must be able to undertake occasional travel to a variety of external locations.

Last updated: August 2023

Date of next review: August 2024