



Poloc Cricket Club Child Wellbeing and Protection Officer ("CWPO") Job Description

Responsible to
General Committee

Roles and responsibilities

- Develop effective child wellbeing and protection policy and procedures and keep them up to date.
- Promote and champion child wellbeing and protection at the club and encourage good practice.
- Respond appropriately to child wellbeing or protection concerns.
- Regularly report to the club's General Committee.
- Ensure that members of the cricket volunteers/staff who are working with children are recruited safely and in line with legal requirements.
- Make sure the cricket volunteers/staff, parents/carers, adults, and children are aware of:
 - how to contact the CWPO;
 - the Code of Conduct for working with children; and
 - how to raise concerns.
- Deal with breaches of the Code of Conduct.
- Keep up with developments in child wellbeing and protection by liaising with Cricket Scotland and organisations such as the Safeguarding in Sport Service.
- Attend Safeguarding and Protection Children ("SPC") and In Safe Hands for Club CWPO's ("ISH") training.
- Signpost other relevant adults in the club to relevant training such as the Safeguarding and Protecting Children in Sport ("SPC") workshop.
- Maintain confidential records of reported cases and action taken.
- Liaise with the Cricket Scotland Child Wellbeing and Protection Officer and/or statutory agencies if/when required.

Person specification

- An interest in child wellbeing and protection matters.
- Friendly and approachable with the ability to communicate well with adults and children.
- A willingness to challenge opinion, where necessary, and to drive the child wellbeing and protection agenda.
- Strong listening skills and the ability to deal with sensitive situations with empathy and integrity.
- An understanding of the importance of confidentiality and when information may need to be shared in order to protect the best interests of a child.
- The confidence and ability to manage situations relating to the poor conduct/behaviour of others towards a child and know when to ask for support.

Skills and relevant experience

- Relevant training to fulfil the role of Club Child Wellbeing and Protection Officer.
- Experience of working with children.