

triathlonscotland athlete welfare officer

Background

The position of the athlete welfare officer (AWO) within triathlonscotland evolved from that of the child protection officer. This was in response to the need to encompass the wider remit of health and safety, ethics, equity and disabilities in sport and to afford more dignity to other groups e.g. vulnerable athletes.

The post holder now operates as a director on the triathlonscotland executive to ensure greater independence of action and reduce the likelihood of conflicts of interest.

Roles and responsibilities

The athlete welfare officer is the individual designated to ensure that welfare concerns within triathlonscotland are met and acts as the main contact with other agencies on these issues.

Their main functions include;

- Development, implementation and promotion of triathlonscotland's child protection, ethics, equity, health and safety, vulnerable adult and disabilities policies and procedures.
- Communication with external agencies (statutory/voluntary) on these topics.
- Identification and pursuit of their own continuing professional development and education in the above areas with the support of the executive.
- Regular attendance at the children 1st/sportscotland lead officers' (child protection) group meetings.
- Provision of information and advice to members, affiliated clubs, parents and other stakeholders on welfare issues.
- Raising awareness on welfare issues.
- Communication with clubs and members on welfare issues.
- Establishment and a maintenance of an e-group and support network of Club Welfare Officers (CWO).
- Organisation of training for members/affiliated clubs and CWOs.
- Encouragement of good practice and support of welfare procedures.
- Monitoring and implementation of further changes as developments, information and legislation (e.g. data protection, child welfare, equity) require.

- Establishment and maintenance of contacts with statutory (e.g. Police, Social Services) and voluntary agencies (e.g. children 1st).
- Act as the main contact within triathlonscotland for Disclosure Scotland / Volunteer Development Scotland CRBS checks.
- Establishment and maintenance of a central record of CRBS checked personnel (in tandem with a live central coaching register).
- Maintain a confidential record of reported cases and action taken, liaising with statutory agencies as appropriate.
- Make referrals to the Scottish Ministers (Disqualified from Working with Children List, Protection of Children Scotland Act, 2003) as appropriate.
- Inform the executive of any action taken, any further action required (especially disciplinary action required against a member, staff or volunteer).
- Be familiar with Child Protection Committees and their procedures.
- Monitor and review triathlonscotland's welfare policy and procedures periodically.

Person specification Athlete Welfare Officer

Must be (become) a triathlonscotland member

Will have an understanding of the sport of triathlon

Will have an understanding of welfare issues; Health and safety, Child protection, Ethics, Equity, Vulnerable Adults, Athletes with Disabilities and have the sensitivity to manage them.

Ability to communicate effectively with different groups and stakeholders.

Supportive of triathlonscotland's policies and procedures.

Understand the concept of confidentiality and it's boundaries.

Ability to follow procedures, recognising when advice is needed and that over reliance on individual judgement or isolated working is not appropriate.

Willingness to challenge poor practice and those who fail to comply with policy and procedures.

Willingness to complete self disclosure, Disclosure Scotland and reference checking prior to appointment in post.

Will abide by triathlonscotland's volunteers' code of conduct.

Have or be willing to undertake training in the following areas;

Good Practice and Child Protection

Coaching Children and Young People

Coaching Disabled performers

Equity in your coaching

(all sportscoach uk)

PoCSA Legislation

Key skills characteristics;

Enthusiastic, motivated individual

Warm, friendly disposition.

Interest in working with children and young people, parents and groups outwith traditional triathlon demographics.

Excellent communication skills.

Access to internet, PC and email, basic computer literacy.