

Job Description  
**Safeguarding Lead**

Full Time

Responsible to *Business & Operations Manager*

**Main Purpose of Role:**

**The jobholder will be responsible for ensuring that all aspects of Snowsport England's Safeguarding strategy, policies and practices are developed and implemented to the benefit of the individuals concerned and the wider organisation.**

**Key Objectives of Role:**

- To develop and establish Snowsport England's approach to safeguarding children, young people and adults at risk within our sport to ensure a positive and inclusive environment.
- To update and implement the Snowsport England Safeguarding Implementation Plan
- Work with the Snowsport England Board and the Snowsport England Safeguarding Committee to create a positive, child-centred environment within Snowsport
- Produce and coordinate the dissemination of safeguarding policies and procedures throughout Snowsport England and to member clubs, organisers of events, coaches and officials
- Proactively support member clubs to put in place policies, procedures and practice to ensure children, young people and adults at risk are safeguarded
- Support Club, Regional and Event Welfare Officers via newsletters, webinars and training
- Respond appropriately to concerns raised by Club Welfare Officers and others
- Be responsible for the training needs analysis and development of the safeguarding training strategy for the organisation as a whole.
- Promote positive mental health and wellbeing via social media channels, our website and newsletter
- Be the central point of contact for internal and external agencies and individuals regarding safeguarding and adult and child protection
- Manage cases of poor practice reported to Snowsport England
- Manage and investigate cases of abuse reported to Snowsport England and prepare reports and paperwork for Case Management Panel and represent Snowsport England at the meetings
- Refer cases to children's or adults' social care services and the police where the threshold is met
- Keep accurate records of all cases
- Represent Snowsport England at external meetings related to safeguarding
- Work in partnership with the CPSU, ACT and other safeguarding partners, to maintain and develop knowledge and best practice and disseminate to member organisations
- Maintain the CPSU Advanced Standards for Safeguarding Children and Young People
- Achieve the ACT Standards for Safeguarding Adults
- Review and improve safer recruitment practices for Snowsport England and oversee DBS disclosures for the organisation
- Attend ongoing CPD including the CPSU and ACT Lead Officers' forums.

### **Role Requirements, Skills and Abilities**

- Experience of a key safeguarding role ideally within the sport, community or statutory sector
- Appropriate Safeguarding Adults qualification (ideally L3) and Safeguarding Children qualifications
- Child centred approach
- Excellent communication skills and the ability to communicate well with all stakeholders including children, young people, adults at risk, club welfare officers and statutory services
- Influencing skills
- Ability to make appropriate key operational decisions in order to meet objectives
- Ability to promote and demonstrate anti-discriminatory practice
- Ability to produce national level guidance and resources

### **Knowledge**

- Understand Snowsport England's role and responsibility for safeguarding children, young people and adults at risk within our sport
- Be familiar with the behaviour that is harmful to children, young people or adults at risk and the thresholds for poor practice and abuse
- Understand how abusers target and groom organisations and individuals in order to abuse
- Understand the different reporting procedures for children and young people, and adults at risk
- Be familiar with the roles and responsibilities of statutory agencies regarding child and adult protection
- Be knowledgeable about the legislation, government guidance and national framework for safeguarding children, and adults at risk
- Understand the legal requirements when carrying out DBS disclosures
- Awareness of, and commitment to, equity, diversity and inclusion

### **People:**

Liaison with:

- CEO
- Business and Operations Manager
- Communications and Digital Engagement Lead

### **Our Values and Behaviours:**

We expect all staff to reflect our values in their behaviours and to promote these values in their work.

#### *PASSION IN PEOPLE*

Our members, including all volunteers, are at the leading edge of all our activities and decision making. We strive to improve their snowsport experiences.



*COMMUNITY CHAMPIONS*

We promote the spirit, culture and family values of our sport by supporting our local and national communities.

*TRAILBLAZING IDEAS*

Forever on the lookout for new initiatives, piloting, national ideas, listening to the industry and pushing the boundaries of what we can and will achieve for the good of the sport.

*GENUINE VOICE*

We carry out our work with honesty, speaking up on important matters and tackling challenges with the same vigour as when we're out enjoying the slopes.

*RESPONSIBLE LEADERSHIP*

Our underpinning value is providing trusted leadership based upon good governance, promoting safe and challenging experiences across all snowsport disciplines. Inspiring participating in snowsport at every level.

