

Club Welfare Officer :

Key roles & responsibilities :

- Keep up to date with current UKA guidelines regarding health and safety
- Implement the Athletics Welfare Policy and Procedures in conjunction with UKA and England Athletics current policy
- Be visible and approachable to all club members. Ensure your contact details are known to all members (via the website and social media)
- Champion the WalktoTalk initiative and any other initiatives that the club committee agree to be involved with
- Convene meetings and work as a team with the mental health champions, with the support of the committee as required
- Advise the chairman and committee on running related health and safety as appropriate
- Immediately bring to the attention of the chairman, vice chairman or committee any issues or concerns around club safety or welfare
- Provide good judgement regarding any issues to be escalated to the chairman or committee
- Input to the club risk assessment in conjunction with the club secretary
- Attend committee meetings

Skills and qualities required :

- Be approachable
- Be empathetic
- Be a good listener
- Good communication skills
- Be able to provide confidentiality as appropriate
- Be able to judge if an issue requires escalation within the club