

Role description for the Welfare and Safety Director of Active Humber

Eligibility:

- The postholder must either live or work in the Humber.
- The postholder will be appointed following an open, publicly advertised recruitment process

Remuneration: Unpaid

Time commitment: Up to 1 day per month, including quarterly board meetings

Term: 4 years, with the opportunity to be considered for reappointment for a second term.

Location: Meetings take place across the Humber, with the option to join virtually. There will be a need to attend some meetings in person.

1 Background

The role of the Welfare and Safety Director (WSD) is essential for embedding safeguarding and welfare principles right across all areas of work undertaken by Active Humber which encompass both children and adults.

Within the NSPCC's Child Protection in Sport's Safeguarding and Protecting Children Safeguarding Standards it is outlined that the Board should regularly review its organisational plans around safeguarding and monitor its progress. This is done throughout the organisation; at both an operational level through the core team and through the WSD at both the Governance and Standards Committee and then seeking Company Board approval. The WSD must therefore be a member of the Active Humber Governance and Standards Committee.

Similarly, The Ann Craft Trust Safeguarding Adults in Sport Framework states that safeguarding adults must be embedded at a strategic level within the organisation and have clear leadership from the organisation's board or management committee to promote and steer safeguarding adults.

Under the Sport England A Code of Sports Governance the code states the Board shall '*set out, promote, and support the implementation of good governance standards*'. It also sets out that The Code of Conduct, terms of reference and other policies relating to the Board and its Committees shall be regularly reviewed and maintained.

Under the Code, it states that the Board shall '*ensure its responsibilities towards the welfare and safety of its members and people (including but not limited to employees, participants and volunteers) are factored into the decisions it makes and shall Active Humber appoint one of its Directors to take a lead in this area*'; this will be known as the Welfare and Safety Director (WSD).

2 About Active Humber

Our vision for the Humber is that it is a place where everyone, every day is physically active, for themselves, their community and the planet.

As the Active Partnership for the Humber region, our purpose is to help people of all ages and backgrounds to improve their health and wellbeing by taking part in physical activity and sport, one fundamental area to allowing everyone, every day to be physically active, for themselves, their community and the planet to by ensuring they are safe to do so. The Welfare and Safety Director is pivotal to ensure the safeguarding is embedding across all areas of Active Humber.

3 The Role of the Board

Safeguarding is everyone's responsibility, and it needs to be prioritised at a strategic level, through our Board. The Board needs to embed safeguarding in all strategic planning, providing strategic direction, risk analysis and leadership to the operational team to fully embed safeguarding into the organisation.

The Board is responsible for identifying a Welfare and Safety Director. This appointment should be identified on the Board skills matrix with clear role and responsibility descriptor, the WSD must also be an active member for the Governance and Standards Committee.

The Board are responsible for the following:

- allocating resources that support the welfare of staff and volunteers making them a priority;
- endorsing policies and procedures, including safeguarding and welfare;
- providing scrutiny and challenge to the safeguarding work that is planned and delivered;
- monitoring progress, receive and interrogate updates/reports; and
- check and challenge the active workforces' skills set but continually supporting the upskilling of staff.

The Board should also maximise its influence across networks by promoting the work it is doing and ensuring that safeguarding is discussed and embedded, and its profile is maintained.

4 Welfare and Safety Director

The role of Welfare and Safety Director is to; lead and inform safeguarding discussion and planning within governance and standard meetings and make proposals to the board meetings. It is this person's role to ensure the board prioritise these discussions and resources and allocate them appropriately. The WSD is also the link between the lead safeguarding officer and the board and will be the link between the strategic direction of safeguarding and the operational work that is being done.

The person in this role should have an understanding of their organisation's safeguarding structure and procedures as well as having strategic insight into safeguarding and child protection issues. This role includes:

Strategic Leadership

- Providing high level leadership of safeguarding work conducted by Active Humber.
- Ensure safeguarding is embedded within the work, discussions and decisions of the board.
- Ensure that safeguarding is a standing agenda item at Board meetings.
- Leading the Board in the understanding of the governance requirements of the Code of Sports Governance.

Operational Support

- Supporting Active Humber to maintain the Safeguarding Standards and embedding good practice.
- Promoting the importance of developing a culture of listening to young people within and through Active Humber policies, procedures and services.
- Providing support, check and challenge to the Active Humber's safeguarding lead through regular meetings and discussions.
- To receive information, guidance and suggested changes from the Safeguarding Lead Officer.
- To ensure that the organisation has identified both a Safeguarding Lead and Deputy.
- To consider safeguarding issues and implications when funding applications, policies, strategies or action plans are presented to the board of trustees.
- Attendance at meetings and training events where appropriate.

Network/Influence

- Promoting safeguarding at a strategic level to the wider network.
- To help to represent the organisation's approach to safeguarding and raise the profile of this work area with partners and be an advocate for safeguarding across Active Humber and other through other networks.
- To support the core staff and safeguarding lead / deputy safeguarding lead to develop greater support and relationships with statutory child protection and safeguarding organisations.

Check and Challenge

- To ensure that the board receive safeguarding training.
- Support and challenge the development and implementation of the safeguarding action plan.
- Ensure that updates are presented at the board and the data is scrutinised and used for planning.

5 Person specification

The following characteristics, knowledge and experience (or commitment to gain them) would be advantageous to the role of WSD:

1. high level of understanding and interest in the issues relevant to safeguarding and welfare of participants;
2. a commitment to the values and principles of the organisation;
3. a commitment to promoting and raising the profile of safeguarding in sport and physical activity;
4. experience of committee work;
5. highly developed interpersonal and communication skills;
6. proven leadership skills;
7. strong organisational skills;
8. ability to understand complex strategic issues, analyse and resolve difficult problems;
9. sound, independent judgement, common sense and diplomacy;
10. high standards of personal integrity and probity;

11. resilience;
12. clear understanding, and acceptance, of the legal duties, liabilities and responsibilities of board members;
13. sound knowledge of governance;
14. sufficient time and commitment to fulfil the role.