



Scottish Fencing Role Description

Welfare Officer

Cadet and Junior Commonwealth Fencing Championships 2024

Everyone in fencing has a responsibility to safeguard and protect young people. The role of the Welfare Officer is to promote good practice before, during and after the Cadet and Junior Commonwealth Fencing Championships. (CJCFC). You will be the named point of contact for young people, parents/carers, coaches and volunteers if they have concerns during the event. You will also be required to understand the Scottish Fencing and British Fencing reporting procedures in case a concern is raised.

ROLE

- To be the first point of contact for staff, volunteers, parents/carers and young people where concerns about welfare, poor practice or child abuse are identified at the event.
- Implement the Scottish Fencing's reporting and recording procedures.
- Promote the Scottish Fencing's best practice guidance/code of ethics and behaviour.
- Assist Scottish Fencing to fulfil its responsibilities to safeguard young people.
- Ensure confidentiality is maintained.
- Promote anti-discriminatory practice.
- Be the first point of contact with Scottish Fencing's Director responsible for Safeguarding and British Fencing's Equality and Safeguarding Manager with regard to Welfare at the Commonwealth Fencing Championships.
- Either know who to contact if a case arises or know how to find this information.

EXPERIENCE & KNOWLEDGE

The Welfare Officer will have a detailed knowledge about the following:

- Scottish Fencing's policy and procedures related to safeguarding and protecting young people
- Scottish Fencing's role and responsibilities to safeguard the welfare of children and vulnerable adults
- Knowledge of Scottish Fencing's Child Protection Policy and Scottish Fencing's Vulnerable Adult Policy
- Basic knowledge of roles and responsibilities of local statutory agencies (social services, police and Local Child Protection Committee (CPC)).
- Awareness of equality issues and child protection
- Basic knowledge of core legislation, government guidance and national framework for child protection.

- Knowledge of how a major fencing championship is run so as to be able to judge when there is a concern and how to deal with it in the confines of a competition.

SKILLS

- Approachable
- Child-focused
- Basic administration
- Basic advice and support provision
- Communication
- Maintaining records
- Ability to promote organisation's policy, procedures and resources
- Interpersonal skills

TRAINING

The Welfare Officer must attend or have attended:

- Sportscotland's Child Wellbeing and Protection in Sport Training within the last three years.
- Sportscotland's Child Wellbeing and Protection in Sport Officer training within the last three years.
- Or British Fencing's equivalent Welfare Officer courses.
- As many of the pre competition squad training days prior to the event as possible.