



Job Title:	Child Protection Officer (CPO)
Employer:	Scottish Squash and Racketball Ltd (SSRL) is the governing body for squash and racketball in Scotland, recognised by sportscotland , the European Squash Federation and the World Squash Federation. SSRL is a company limited by guarantee, with a Board of Directors elected by the members.
Reports to:	Head of Operations & Regional Lead (East)
Who Reports to the Job Holder:	n/a
Job Purpose:	<p>Lead SSRL in the following:</p> <ul style="list-style-type: none"> • Ensure there are policies, procedures, systems, structures, resources and personnel in place to promote the welfare and protection of children taking part in squash and racketball. • Actively work jointly with local clubs and other agencies through joint planning, training and monitoring of their arrangements for the protection of children. • Ensure there are quality assurance mechanisms in place to monitor, review and evaluate arrangements for the protection of children.
Location:	Scottish Squash CPO will operate out of Caledonia House or work from home.
Salary:	£10,000 per annum based upon 10 hours per week.
Contract:	This position is a 10 hour per week position for a fixed term, starting as soon as possible, until 31 March 2018 with the likelihood of extension dependent on sportscotland funding.

Applicants should apply to Maggie Still, CEO, enclosing a covering letter and a recent CV and completing the Equal Opportunities Monitoring Form.

Please apply by email to: maggie.still@scottishsquash.org

or by post to:

Scottish Squash and Racketball Limited, 1 Redheughs Rigg, Caledonia House, South Gyle, Edinburgh, EH12 9DQ.

Closing date: 29th June 2017 (12noon)

Scottish Squash actively promotes diversity in employment and sport and welcomes applications from all parts of the community.

Key Responsibilities

The SSRL Child Protection Officer will:

- Lead on the effective implementation of policy and procedures throughout the sport.
- Implement the SSRL child protection policy and procedures within the national organisation.
- Encourage good practice by promoting and championing the child protection policy and procedures.
- Monitor and review the child protection policy and procedures to ensure they remain current and fit for purpose.
- Regularly report to the Management/Committee/Board.
- Raise awareness of the SSRL Child Protection Officer role to clubs within SSRL and National and Regional coaches.
- Raise awareness of the Code of Conduct for working with children through work with local clubs.
- Challenge behaviour which breaches the Code of Conduct.
- Keep abreast of developments in the field of child protection by liaising with the Safeguarding in Sport service, attending relevant training or events and subscribing to the Safeguarding in Sport newsletter.
- Organise/signpost appropriate training for all adults working/volunteering with children in the organisation.
- Respond appropriately to disclosures or concerns which relate to the well-being of a child.
- Maintain confidential records of reported cases and action taken.
- Where required liaise with statutory agencies and ensure they have access to all necessary information.
- Support affiliated clubs and their Club Child Protection Officers.

Person Specification:

Personal Qualities/ Abilities

- The ability to build relationships with Management/Committee/Board members, coaches and adults working/volunteering with children within the organisation.
- An interest in the well-being of children and in safeguarding and child protection matters.
- A willingness to challenge opinion, where necessary, and to drive the child protection agenda.
- Strong listening skills and the ability to deal with sensitive situations with integrity.
- The confidence and good judgement to manage situations relating to the poor conduct/behaviour of others towards a child.

Other (Essential):

- Full current British driving licence and visa to work in the UK
- Membership of the PVG Scheme