



# Role Description

**Safeguarding & Welfare Officer  
Home International Rowing Regatta  
England, 2022**

**TEAMWORK | OPEN TO ALL | COMMITMENT**



## Introduction

The Home International Rowing Regatta involves the four 'Home Nations' of England, Scotland, Wales & Ireland and dates back to 1962. The event has a rich history, with many Olympians having raced here for their first international representation, and has created a clear pathway leading to Great Britain and Rowing Ireland national teams for decades.

The 2022 Home International Rowing Regatta will be hosted by England Rowing on Saturday 23 July 2022. A new racing format, announced in 2020, means rowers will have a minimum of two races, with the majority racing three times. Racing takes place over 2,000m for all boat classes, with the 4x and 8+ racing a second time over 500m.

## Role Purpose

This voluntary role of Safeguarding & Welfare Officer will be to ensure that the competition has effective policies and procedures in place to ensure that any safeguarding matter is appropriately dealt with. The organisers of the 2022 Home International Rowing Regatta believe that the welfare and wellbeing of all children, young adults and adults at risk is paramount. All, regardless of age, gender, ethnicity, religion or ability, have equal rights to safety and protection. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and appropriately.

## Responsibilities

- Be the first point of contact for any safeguarding enquires, concerns or allegations
- Make contact and work with each participating team's Safeguarding & Welfare Officer
- Ensure that all participants are aware who they can speak to if they have any concerns during the competition, including making contact information and reporting procedures easily and widely available
- Respond to safeguarding concerns and disclosures when they arise in line with British Rowing policy and best practice
- Work with British Rowing (and where required, other external safeguarding authorities) on safeguarding concerns and disclosures
- Assist in the preparation of the competition's welfare statement and plan
- Assist the Organising Committee and Match Director to develop a safeguarding culture at the competition
- Support the Match Director to update and communicate safeguarding policies and procedures to officials, coaches, staff, volunteers, children, families and all other members and visitors
- Ensure that safer recruitment procedures are observed and that volunteers under 18 are appropriately supervised and trained for the role they are going to be carrying out
- Keep and securely store confidential records following GDPR guidelines of all those who have vetting within the event, and ensure that appropriate DBS checks are in place
- Be present at the competition site for the entire duration of the competition



- Attend fortnightly Organising Committee meetings and ensure that any tasks are actioned on time
- Assist with preparation of competition documentation
- Contribute to the post-competition review
- Follow British Rowing Policies and Procedures and ensure that these are understood and followed by any workforce and/or athletes for whom the post-holder is responsible. Special attention should be given as appropriate to policies on Safeguarding, Anti-Doping (including use of supplements) and Safety.
- Present a positive image of British Rowing, England Rowing and Home International Rowing Events in any public context and supporting publicly the National Lottery and other British Rowing / England Rowing sponsors.

## Person Specification

### Essential

- Be a registered member of British Rowing
- Have a current enhanced DBS through British Rowing
- Have completed recognised Safeguarding and Protecting Children training within the last three years
- Have a child-focused approach, always prioritising the safety and wellbeing of all children
- Have excellent communication and listening skills
- Have the time and skills to provide safeguarding support and advice as required
- Understand the boundaries of their role and when to seek external advice and support (such as from the British Rowing Lead Safeguarding Officer)
- Know when to refer and where to seek advice and support
- Be organised with good administrative and recording skills
- Be calm and approachable
- Not be involved in coaching or supporting a crew taking part in the competition
- Be confident using technology for virtual meetings and collaborative working.

### Desirable

- Experience of safeguarding duties in rowing and/or at sporting competitions.

## Additional Information

### Anti-Doping

The post-holder is expected to be fully conversant with the core requirements of the WADA Anti-Doping Code and its requirement on coaches and Team Support personnel to set a good personal example in this field. When directly working with athletes the post-holder has a responsibility to inform them appropriately of the Code's application to them and to influence them in following a 'drug-free' culture.



- Hours** The post-holder's hours will be flexible to reflect the needs of the role. National travel will be required, and you will be expected to attend the Home International Regatta.
- Remuneration** The role is voluntary; reasonable expenses will be covered by British Rowing.

British Rowing is a membership organisation with 30,000+ members, funded partly by the exchequer and by the National Lottery via Sport England and UK Sport. The organisation is responsible for the training and selection of individual rowers and crews representing Great Britain, and for the development and participation of rowing and indoor rowing in England. Rowing is one of the most successful British Olympic sports of all time delivering 26 Olympic and Paralympic medals since Sydney 2000. We are committed to ensuring that the sport continues to thrive from the grass roots right up to winning medals at the Olympic Games.

### **Equal Opportunities**

British Rowing is committed to equal opportunities for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.