



**NORFOLK
CRICKET BOARD**

Norfolk Cricket Board County Safeguarding Officer
- Job Description September 2021

As Cricket's National Governing Body, safeguarding is a fundamental and integral aspect of the ECB's role, and that of its affiliated members. Collectively we all have a part to play to ensure the game is a safe, positive and enjoyable experience for the children and young adults who participate in cricket.

Our united approach to safeguard across the game is underpinned by our policies, procedures and regulations, and supports a child centred culture, by creating an environment where children are asked for and feel able to express their views, opinions and concerns.

The national network of Safeguarding Officers play a key role in embedding a culture of safeguarding across the game, to ensure high quality safeguarding arrangements across the network.

Reports to: Norfolk Cricket Board Safeguarding Lead and Cricket Development Director.

Job Role

- To be the lead person with responsibility for setting the standard on safeguarding and embedding a culture of good practice throughout clubs in Norfolk.
- To be the lead person for the county in supporting clubs to achieve the ECB Safeguarding standards.
- To build relationships with key Norfolk Cricket Board staff to ensure the County meets its safeguarding responsibilities.
- To support staff and volunteers in clubs to understanding their safeguarding responsibilities, and to create a positive child-centred environment.
- To build and maintain supportive relationships with Club Safeguarding Officers, and act as a first point of contact for them in all safeguarding matters.
- To provide learning outcomes and training for Club Safeguarding Officers on safeguarding and best practice.
- To ensure there is a clear referral pathway for sharing, reporting and recording concerns, in line with ECB policy and guidance; and Club staff know how to access them.
- To act as the first point of contact for clubs in response to safeguarding concerns and referrals, and act as a link between the County and ECB Safeguarding Team.
- To support any safeguarding concerns being managed within the club are investigated swiftly and thoroughly in conjunction with statutory agencies – and with demonstrable outcomes. The ECB safeguarding team will retain oversight of the investigation.
- To ensure compliance with safer recruitment practices, including as the Primary County Wide 'Safeguarding Recruiter', and ID verifier, using the ECB Online system. (Training Provided)
- To support clubs and the County in ensuring people in required roles have ECB DBS checks, and requirements around Overseas Players/coaches.



Person Specification

Essential skills

- Professional experience of safeguarding gained through relevant undertaking and management of casework e.g. Police, Social work, Education, including an understanding of current relevant legislation, best practice and national framework for safeguarding and promoting the welfare of children.
- Understanding of the ECB's role and responsibilities to safeguard the welfare of children and young people, including ECB safeguarding children policy documents.
- Understanding of local arrangements for managing safeguarding children and reporting procedures.
- Experience of building relationships with key stakeholders.
- Experience of working to high levels of confidentiality including the storage of confidential documents.
- Enthusiasm and commitment to safeguarding.
- Ability to challenge poor practice and effect change.
- Presentation and training skills

Desirable skills

- Experience of Multi-Agency working.
- Experience of volunteering or working in cricket, other sports or a similar activity.

Additional Requirements / Qualifications

- Full valid driving license, with access to suitable vehicle for business purposes
- An Enhanced ECB DBS check with Children's Barred List check is required for this role

Remuneration

- £3,640 Per Annum (Based on 7 hours per week)
- Travel Expenses to meetings/events, 30p per mile from home address

References

- References may be requested