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**SUFFOLK CRICKET LIMITED**

**County Safeguarding Officer**

**Hours: Equivalent to 2 days (15 hours) a week**

**Salary: £10,500 (£26,250 pro rata), plus mileage and agreed expenses.**

**Suffolk Cricket Limited (SCL) is looking to recruit a County Safeguarding Officer.**

SCL is one of 39 County Cricket Boards across England and Wales. Its primary funder is the England & Wales Cricket Board (ECB), which has committed to another 5 years (2020 – 2024 inclusively) of funding through the latest strategy, entitled “Inspiring Generations”. Working with the ECB, SCL have developed a County Partnership Agreement (CPA) Plan, which strategically shows the priorities and organisations that SCL will engage with over this period. One of the key principles is to connect with communities and inspire future generations to say “cricket is a game for all”.

SCL is the result of a recent merger between Suffolk Cricket Board Limited and Suffolk County Cricket Club.

**Job Overview**

Safeguarding is a fundamental and integral aspect of the Suffolk Cricket Limited (SCL) and that of its affiliated members. We are firmly committed to providing an environment that is safe and welcoming for children and young people to enjoy cricket. Our approach to safeguarding 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.

SCL has a strong commitment to the use of employment procedures and practices which do not discriminate on grounds of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity. We encourage and welcome applications from all, regardless of background, and are particularly interested to hear from those currently under-represented in the sports sector.

**General responsibilities:**

* Attend regular meetings with Line Manager
* Help ensure Suffolk Cricket is ‘fit for purpose’
* Generally support the work of SCL

**Specific responsibilities**:

* To be the lead person with responsibility for setting the standard on safeguarding and embedding a culture of good practice throughout clubs in Suffolk.
* To drive and support the implementation of the ECB Safe Hands Policy across the SCL network.
* To manage and maintain a secure Google Drive Safeguarding file directory
* To build relationships with key SCL staff to ensure the County meets its safeguarding responsibilities.
* To support Board members, staff, stakeholders 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 Board 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).
* Work with staff / club volunteers to ensure Safe Hands Management System (SHMS) safeguarding compliance

**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 as part of `Safe Hands`.
* 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
* IT Skills
* Qualified (or willing to be trained within 6 months) to deliver ECB Safe Hands courses

**Person Specification:**

* Experience of Multi-Agency working.
* Experience of volunteering or working in cricket, other sports or a similar activity.
* Excellent communication skills at all levels

**Term:**

* 2 years initially.

**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

**Safeguarding Statement**

SCL is committed to safeguarding and protecting the children, young people and vulnerable adults that we work with. As such, all posts are subject to a safe recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services.

**Applications:**

Candidates are asked to send in a short CV and covering letter giving an indication of how their experience matches the requirements of the role to Rob Jones, Cricket Operations Manager, at ([rjones@suffolkcricket.org](mailto:rjones@suffolkcricket.org)). If you would prefer to submit an application via post, please contact Rob to obtain postal address details. Applications should be submitted by **Tuesday May 10th 2022**.

Applicants will be notified by the Chairperson on the advice of a recruitment panel comprising the Board Safeguarding Lead, ECB Regional Safeguarding Officer, Independent Board member and / or Cricket Operations Manager. Candidates will be required to attend an interview with the panel to discuss their application.

***We particularly welcome applications from minority and under-represented groups – at SCL this applies particularly to women, disabled people and those from BAME backgrounds.***

For further information or to chat informally about the role please contact either:

* Rob Jones (SCL Operations Director) [rjones@suffolkcricket.org](mailto:rjones@suffolkcricket.org) or 07738 199152

If you require this document in an alternative format, please contact:

Rob Jones (Cricket Operations Manager) [rjones@suffolkcricket.org](mailto:rjones@suffolkcricket.org) or 07738 199152

Additional information on Suffolk Cricket is available at: [www.suffolkcricket.org](http://www.suffolkcricket.org)