






Sport Welfare Lead (part of the national Sports Welfare Officer Network)

-  Coventry, Solihull, Warwickshire (West Midlands)
 -  £28,524 - £32,840 plus, travel expenses and pension contribution
 -  Think Active ([view website](#))
 - Fixed Term until 31 March 2027
 - Closing Date: Wednesday 6th December 2023
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About the Role

In response to the Whyte Review, a national network of stakeholders including Sport England, Active Partnerships, National Governing Bodies of Sport, Child Protection in Sport Unit and Ann Craft Trust have developed the Sport Welfare Officer roles. Each of the 42 Active Partnerships will employ at least one of these roles as a direct response to the Whyte Review as a welcome move to support the safe and enjoyable participation in sport and physical activity in club environments.

Base Location: The main headquarters of the Charity is in Leamington Spa although most of the work will involve travelling around Coventry, Solihull & Warwickshire visiting and supporting sports clubs. We have a blended approach of home-based working, office-based working and travelling to meetings as required. The post holder is expected to adopt a flexible approach to their work and to prioritise meeting clubs where they are and when they operate. This will require regular evening and weekend work. Occasionally there will be the requirement to travel regionally and nationally.

Working Pattern: Fixed Term | Full Time | Job Share option available |

The main responsibilities of this role are:

Uphold the values, culture and customer charter of Think Active in your behaviour and your work.

Advocate

Promote both children and young people's and adults' welfare.

Advocate for and promote best practice to Club Welfare Officers.

Prioritised event visits (to raise welfare awareness with parents/carers and participants).

Deliver a clear and consistent message around safeguarding, welfare and Equity,

Diversity, and Inclusion by working closely with Children's and Adult safeguarding leads and with the EDI lead.

Develop

Train (or organising training for) club welfare officers (prioritising new Club Welfare Officers).

Communicate and Share

Communicate effectively with Club Welfare Officers including face to face, networks, e-comms, communities of practice and training.

Prioritised club visits (to support Club Welfare Officers).

Connect people working on welfare within and across sports (national, sub-regional and local).

Connect welfare inside to outside sport (e.g., statutory services local safeguarding boards).

Share best practice and work with other officers and AP National Team.

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Monitoring, Reporting and Referral

Facilitate and support reporting and referral of safeguarding cases from local to national (and, if appropriate, support resolution of lower-level concerns).

Liaise with and prepare briefings and reports to the Think Active Exec team, Board and Board Safeguarding Champion as appropriate.

Ensure the appropriate collection of data to ensure the Measurement, Evaluation and Learning objectives of the role are met.

Budget Management

Effective management of and maximise opportunities from the associated budget

Miscellaneous

Undertake any other appropriate duties as directed by the line manager and or CEO

The project group have also developed and reached agreement on the officers' skills and knowledge listed below. These include relationship building and communication with professional welfare experience for both children and young people and adults. APs will reflect this in their investment submission to Sport England and use it to generate their AP specific person specification. APs will be responsible for incorporating the officers within their organisation structure and providing line management support.

To be considered for this role, we would like you to have:

Skills

- 1) Welfare-related leadership (leading the specialist, welfare work area).
- 2) Group leadership (leading a group for cultural change in welfare).
- 3) Relationship building (at a local and sub-regional level).
- 4) Communication (both verbal and written).
- 5) Networking (supporting a network of welfare volunteers).
- 6) Training (supporting volunteers to have the right welfare knowledge).
- 7) Dispute resolution, negotiation and mediation (if appropriate, to support resolution of lower-level concerns).
- 8) Prioritisation (prioritising NGBs and local clubs for welfare support).
- 9) Digital technology (enabling the sharing of welfare resources).
- 10) Ability to travel and work evenings and/or weekends (engaging with welfare volunteers).

Knowledge


- 1) Professional welfare experience (children and young people and adults).
- 2) Welfare issues, priorities and policies (outside sport).
- 3) Sport issues, priorities and policies (inside sport).
- 4) Welfare infra-structure inside and outside sport.
- 5) Welfare procedures (including those followed in response to safeguarding concerns).
- 6) Case management thresholds (lower-level and serious concerns).
- 7) Workforce (development and deployment).
- 8) Voluntary sector and volunteers.

About Think Active

We would like you know a bit about us if you're considering applying for a role. Think Active is the Active Partnership for Coventry, Solihull, and Warwickshire. We are unique to Coventry, Solihull & Warwickshire; that is, there is only one of us. We are one of 6 sub-regional partnerships within the West Midlands and one of 42 across England.

Active Partnerships are strategic organisations that recognise activity levels are affected by a complex system of influences and no single organisation or programme can create sustainable change at scale. We are concerned about the negative impact of a sedentary population. We believe in the power of sport and physical activity to transform lives and to keep people living well and we are committed to working collaboratively with partners to create the conditions for active people and places.

We prioritise 'Thrive'. It is one of our strategic aims and is captured in our values and culture (below).

VALUES  CULTURE	
<p>We aim to thrive. We prioritise creating and nurturing a culture of kindness, consideration, appreciation and tolerance. We will treat ourselves, each other and everyone that we encounter when we are representing Think Active in this way and we should expect same in return.</p>	
<p>Thrive Contribute to a positive culture where opportunities, resources and people are maximised and celebrated</p>	<p>Flexible We are adaptable and responsive to change</p>
<p>Innovative Open to finding the best way with a healthy approach to risk and opportunity</p>	<p>Forward Thinking Staying ahead of the curve, always innovating</p>
<p>Passion Dedicated individuals who are committed to and care about what we do</p>	<p>Professional We challenge ourselves to provide an excellent customer experience</p>
<p>Integrity Do the right thing, every time, irrespective of who you are dealing with</p>	<p>Supportive Of each other and the people & communities we work with</p>
<p>Develop Relationships, ways of working together, the wider network, people so that we continually get better</p>	<p>Solution Focused Proactively removing barriers and overcome obstacles</p>

These values are under development and will change imminently.

We love difference and will be interested to find out what motivates you and how you can contribute to Think Active. We encourage diversity and are committed to creating an inclusive environment for all employees. We are a Disability Confident committed employer, and we actively encourage applicants from all protected characteristics and commit to providing any reasonable adjustments required during the application and assessment process, and upon joining Think Active.



Next Steps

We want to know how you meet the role requirements and how you think you can contribute to Think Active.

1. Please tell us by submitting a CV (please include 2 references. You can tell us if you do not want them to be contacted immediately).
2. Please provide a detailed cover letter / statement that tells us about you, what you have done and how you meet the criteria for the role and how you can add to Think Active.
3. Please follow the links on the website to complete the [Application Form](#) and [Equality Monitoring Form](#)

All applications should be submitted by email to vicky.joel@thinkactive.org with the subject marked Sport Welfare Lead, and we will be back in touch after the vacancy closing date to let you know the outcome.

If you would like to discuss any requirements or adjustments, you may require throughout the recruitment and selection process, please contact Kerry Lockett, Business Operations on 07885 200473.

The Privacy Policy for how we use your data during recruitment is [here](#).