



Child and Youth Protection Officer/Event child safeguarding lead - roles and responsibilities

***About the role:** The individual designated by the organisation with primary responsibility for putting into place the child and youth protection policy, procedures and tools and for managing and reporting concerns about children and young people. Titles may differ.*

Child and Youth Protection Officer

Duties and responsibilities:

- Developing, promoting and implementing the organisation's safeguarding plan
- Acting as the first point of contact within the organisation (UEFA, NA and/or club) and taking the lead on child and youth protection.
- Undertaking risk assessments, or supporting others in completing them, when required.
- Ensuring
 - safeguarding training is given to staff, volunteers and others working with children;
 - staff and others are aware of the CYPP and their responsibilities under it, for example by providing training and briefings;
 - that football programmes, practices and activities take constant and regular account of safeguarding measures;
 - staff, volunteers and all stakeholders, as well as children and parents, are familiar with the CYPP, and that the policy is accessible.
- Mapping out and establishing partnerships with local authorities and civil society organisations with expertise in child welfare, health and law enforcement, so that information is available if an incident occurs or external advice is needed;
- Participating in child safeguarding training.
- Maintaining the safeguarding implementation plan and producing an annual progress report, as requested.
- Keeping an accurate record of any incident.
- Receiving, responding to and managing any child safeguarding issues that arise at or following the event.

Skills:

- Interest in the well-being and safeguarding of children and child protection matters.
- Willing to undertake relevant training to fulfil the role.
- Confidence and good judgement to manage situations relating to the poor conduct/behaviour others towards a child.
- Ability to maintain confidentiality and calm in an area potentially emotionally distressing and sensitive.
- Ability to keep record, e.g. of incidents.
- Experience working with children.