

POSITION DESCRIPTION

Netball Victoria exists to improve people's lives.



Important Note: This Position Description has been provided as a general position description only. Please edit the logo and content to ensure it reflects the needs of your organisation and delete this message prior to releasing the Position Description.

Position Title:	Child Safety Officer
Reports to:	President
Direct Reports:	N/A
Employment Status:	Volunteer
Time Commitment	
Netball Victoria	<p>Netball Victoria is a not for profit, member based organisation which is governed by a volunteer Board of Directors. It is the peak sporting body for netball in Victoria and is affiliated with Netball Australia.</p> <p>Netball Victoria exists to improve people's lives. Our identity anchors of: 'We enable each other shine', 'We have no limits; we've got this', and 'We are leaders' – inform who are, both individually and collectively, and therefore how we take up our organisational roles.</p> <p>The Netball Victoria Executive Team comprises of CEO and General Managers across: Commercial Development, High Performance, Government Relations & Facilities Development, Member Services and People & Culture, Participation and Product Development, Finance, and Communications, Marketing and Partnerships.</p>
Commitment to Child Safety	<p>We require all applicants to undergo background checks and screening prior to or during any appointment. Netball's Commitment Statement to Safeguarding Children and Young People and other important information can be found at https://vic.netball.com.au/child-safety-netball</p> <p>At Netball Victoria, we embrace diversity in gender, age, ethnicity, disability, religion and sexual orientation. We are committed to providing a safe environment for children across Netball.</p> <p>Netball Victoria Commitment to Safeguarding Children & Young People</p> <p>Every person in the netball community has a responsibility to understand their role in ensuring the safety and wellbeing of all children and young people in our care. Netball Victoria is committed to promoting and protecting the rights of children and preventing abuse from occurring by fostering a culture where children feel safe and empowered. We also seek to ensure the cultural safety of First Nations children, children from culturally and/or linguistically diverse backgrounds and children with a disability.</p>

Primary Purpose of Position

- To deliver advice and awareness within the Club around developing a child safe environment

Key Responsibilities

- The Child Safety Officer may work with Clubs to develop specific procedures to assist with minimising risk to children, provide education to coaches, administrators and club members, promote the policies and procedures and provide advice if required
- Understand the importance in adopting appropriate screening processes for members working with children and the requirement for criminal history assessments
- Have a good Knowledge of Netball Australia's Child Safeguarding Policy
- Understand the definitions and indicators of child abuse and neglect
- Acquire knowledge and understanding of the requirement under the Children's Protection Act 1993 of the legal responsibilities of staff and volunteers working with children

- Have knowledge of the Child Abuse Report Line processes and other available external resources
- Have a good understanding of Child Safety Legislation in relation to the eleven child safety standards

Responsibilities of the Club

- Develop a risk management plan addressing the safety of children with respect to other people within the organisation
- Educate and ensure members have access to Netball Australia's Child Safeguarding Policy
- Have guidelines and procedures that support the policy
- Consider clear recruitment procedures for staff and volunteers eg. Referee checks, qualification checks if applicable
- Provide staff and volunteers with information or training around child safe environments, and provide support in their roles
- Encourage the participation of children in decision making (let them have a say or provide feedback)
- Ensure that all staff and volunteers are aware of their mandated notification obligations

Knowledge, Skills & Abilities

- Good interpersonal and communication skills
- Able to understand and disseminate the information to the members about association policies
- Able to keep and maintain accurate records
- Well organised and able to work in a logical orderly manner.
- Ethical, honest and trustworthy
- Dedicated association person
- Sympathetic and empathetic

Other Requirements

- Induction Training
- Police Check
- Working with Children Check
- Other (please specify)