



# COULD YOU BE A WELFARE OFFICER?

## Key Responsibilities

- Ensure the club's safeguarding policy is implemented
- Ensure everyone in the club knows who you are
- Be easily accessible if needed
- Attend committee meetings where appropriate
- Ensure incidents are recorded and reported appropriately
- Attend relevant training throughout the season
- Verify CRC checks within the club

## Responsible to:

Club or League Committee

## Key Relationships:

Club or League Committee, managers, coaches, club/league volunteers, parents

## Time Needed:

2 hour+ per week depending on the size of the club or league

## Skills Required:

Communication, organisation, computer literacy

For more information, contact [ian.skinner@northumberlandfa.com](mailto:ian.skinner@northumberlandfa.com) (male youth)  
[nicola.hepworth@northumberlandfa.com](mailto:nicola.hepworth@northumberlandfa.com) (female clubs)  
or [james.docherty@northumberlandfa.com](mailto:james.docherty@northumberlandfa.com) (adult male)  
alternatively call 0191 2700 700