Volunteer with Special Olympics GB!

Special Olympics Great Britain (SOGB) is a non-profit organisation and largest provider of year-round sports training and athletic competition in summer and winter sports for children and adults of ALL abilities with intellectual disabilities also known as learning disabilities.

At Special Olympics GB, our volunteers are the backbone of our organisation.

Special Olympics GB exists today thanks to the time, energy, commitment and kindness of people just like you who put inclusion into action to make the world a better place.

More than 3,500 dedicated volunteers and coaches across Scotland, England and Wales support and drive the delivery of our sports programmes – enabling the participation in training and competitions for people with intellectual disabilities, all year around.

The Role: Safeguarding & Welfare Officer

A Special Olympics Safeguarding & Welfare Officer plays a vital role within each of our clubs and programmes. As a Safeguarding & Welfare Officer you will promote and champion Safeguarding & Welfare best practice within the programme.

You will work with others to implement and adhere to SOGB Safeguarding & Welfare policy whilst also being proactive to highlight any breaches of policies and procedures to relevant national office staff.

To ensure that you have the help and assistance you need to be successful, you will be provided with direct support by a team of SOGB national office staff. In addition you will have links with volunteers within other clubs and programmes to help build a network of contacts so that you can share ideas and thrive within our network.

If you work in people support, healthcare, are a safeguarding lead/officer, or if you are simply someone who is passionate about safety and welfare in practice, this is the role for you. Take a look at the Person Specification below and the Role Descriptor on the following page.

Person Specification:

- Fully endorse the mission and philosophy, ethos and values of Special Olympics
- Good Level of IT knowledge including MS Office, Email, Excel and/or Google Sheets
- Experience of influencing and facilitating change
- Have the ability to recognise and responds to allegations of abuse
- Individual must hold Advanced Safeguarding training for both Children and Adults
- Individual must hold a valid Enhanced Children and Adults DBS (provided for free)
- Be a registered SOGB volunteer
- Minimum of 18 years of age

Time Commitment: 1 – 4 hours a week (could vary depending on programme)
Venue: Any accredited Special Olympic GB (SOGB) Programme
Responsible for: All registered members within applicable accredited programme

Duties and Responsibilities:

- Promote and 'Champion' Safeguarding & Welfare best practice in line with SOGB Policy, ethos and values.
- To manage, promote, implement and adhere to Safeguarding & Welfare policy at your accredited programme and any relevant event or competition
- Support programme to complete relevant Risk Assessments for Club/Event activity as needed.
- Support all volunteers/coaches through their journey to safely follow procedure outlined in the SOGB safeguarding policy
- Highlight to National Office breaches of either Athlete or the Volunteer Code of Conduct in line with appropriate policy and procedures
- Ensure confidentiality is maintained during incident and reporting e.g. while collecting, processing, and reporting personal data and sensitive information related to all involved. Be aware of when emergency services may need to be informed as per training framework.
- Report all safeguarding incidents and concerns via applicable channels to national office safeguarding lead.
- Work with others SOGB Volunteers and National office staff to create a positive and safe athlete-centered environment and liaise with the appropriate body regarding any safeguarding concerns and or issues that you may have.
- Work with club members to improve processed around athlete and volunteer welfare and club inclusivity from a safeguarding perspective
- Have a good understanding of SOGB processes and procedures as well as Safeguarding best practice requirements.
- Attend safeguarding forums where needed by National Office
- Attend relevant training sessions regarding safeguarding within SOGB

Useful Skills Required:

- Ability to influence and facilitate change
- Being able to recognise and respond to allegations of abuse
- Knowledge of core legislation and government guidance on safeguarding.
- Understanding how applicable safeguarding legislation applies to SOGB
- Good Level of IT knowledge including MS Office, Emails etc
- Be able to produce risk assessments
- Be able to remain calm and confident when handling safeguarding concerns and difficult conversations

Useful previous experience:

- Knowledge of Special Olympics GB
- Previous experience in leading on processes which require an individual to be impartial and unbiased, solution focused and person-centered
- Previous experience supporting people with intellectual disabilities (preferred but not essential)
- Previous experience of working within sport and safeguarding (preferred but not essential)

Essential Requirements:

- Hold a valid Enhanced Children and Adults DBS (provided by SOGB free of charge)
- Have Advanced Safeguarding training (or equivalent) dated within the last three years
- Fully endorse the mission, philosophy, ethos and values of Special Olympics
- Be a registered Special Olympics GB volunteer through the accredited programme
- Have read, understood and agree to SOGB code of conduct

Development Support:

- Access to training via Special Olympics Learning Portal
- Access to training resources via Sport England Club Matters
- Support via Special Olympics Great Britain staff
- Support via local Special Olympics regions
- Access to training opportunities via SOGB Resources
- Access to future funding opportunities through potential projects such as the Workforce Development Bursary