

## Safeguarding Case Management Group Member

### Voluntary role

UKA is seeking a professional with skills and experience in safeguarding, to join our Safeguarding Case Management Group. In order to extend our current complement of expertise on the UKA Safeguarding Case Management Group, we are seeking a new member who will use their skills and experience in safeguarding to bring an independent perspective to the group's discussions and decisions.

### Remit of the Case Management Group

The Case Management Group has delegated responsibility handed down from the Board of Directors of UKA and the Home Country Athletics Federations to manage safeguarding concerns within Athletics in the UK.

Group members are required to make fair, considered and proportionate decisions with regard to the route a safeguarding concern may take, with reference to the Safeguarding disciplinary procedures. The group membership includes the UKA Safeguarding Team, Home Country welfare officers and independent advisers.

### Role of the Case Management Group member

1. To use their personal and professional skills, experience and judgment with integrity and independence to ensure the decision making process of the Case Management Group is fair and considered with the primary focus on the safeguarding of children and adults at risk.
2. To play a full part in enabling the Case Management Group, to arrive at balanced and objective decisions in relation to the safeguarding disciplinary procedures.
3. To comply with all UKA policies and rules of membership, in particular the Child and Adult at Risk Safeguarding Policies.

Key skills, experience and qualities (desirable):

- Experience in safeguarding young people and/or adults at risk
- Experience in dealing with sensitive issues and / or disciplinary issues
- Social work, youth work, education, health, police, charity sector, sport sector or legal background
- Ability to build and maintain effective working relationships
- Sensitivity and ability to question and listen effectively
- Ability to make proportionate decisions considering both sides of a complaint

### EQUALITY, DIVERSITY & INCLUSION:

As the nation's favourite Olympic and Paralympic Sport. UK Athletics embraces equality, diversity and inclusion both on and off the field of play where everyone can participate, we encourage job applications from suitably qualified and eligible candidates irrespective of their gender, ethnicity, religion, belief or sexual orientation.

UK Athletics is a Disability Confident Leader and will guarantee an interview to any candidate with disability who meets the minimum job criteria.

Our core values: *Respect, Accountability, Quality, Communication* and *Integrity* are at the heart of everything we do and it is our aim that UK Athletics continues to demonstrate a culture of inclusion to reflect the diversity of the sport.

- Good interpersonal and verbal communication skills with strong attention to detail
- Awareness of and commitment to confidentiality and equality and diversity

### **Time Commitment**

This is a voluntary role and successful applicants will be required to attend up to seven meetings of the Case Management Group per year (each meeting typically lasts 1 hour).

There may also be a requirement for additional contact by phone or email in between meetings as per the need arising, where a decision (usually relating to a suspension) requires ratification.

All meetings are held online.

### **Term**

Currently all members of the Case Management Group serve a minimum of 12 months and maximum of five years.

### **Remuneration and Expenses**

All reasonable travel and subsistence expenses will be reimbursed following agreement with UKA Lead Safeguarding Officer.

### **Application Process**

To apply for this role, please visit; <https://careers.ukathletics.org.uk/>

Closing date for applications is 30<sup>th</sup> June 2021.

For a confidential discussion or if you have any questions on the role, please contact Angus Macdonald on [safeguarding@uka.org.uk](mailto:safeguarding@uka.org.uk).

In the result of high volumes of applications, UK Athletics reserves the right to close the vacancy ahead of the stated closing date - please apply early to avoid disappointment. We will endeavor to reply to all applicants but if you do not hear from us with two weeks of the closing date, then please assume your application has been unsuccessful on this occasion.

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