

WSRA Welfare Officer/CPO

Job Description

1. Ensure that the posts of North, South and Mid Wales DBS checkers are in place (the WSRA WO/CPO can be one of these checkers)
2. Ensure the DBS checkers -
 - have a current DBS
 - understand DBS procedures
 - have all the correct paperwork to properly undertake individual WSRA checks,
 - have the correct log in details to input information on-line.
3. Keep an up to date list of all the WSRA club Welfare Officers
4. Ensure all the WSRA club Welfare Officers have a DBS
5. Keep an up to date list of all those in WSRA with a DBS
6. Ensure the DBS invoice from WSA is correct and forward to the Treasurer for payment.
7. Keep up to date with any changes in the DBS regulations
8. Encourage all WOs to initially undertake a Safeguarding course and then a Time to Listen course when available
9. Be prepared to help clubs with any welfare issues that might arise
10. Attend WSRA Exec Cttee meetings and keep the Cttee up to date with any changes or problems.
11. Keep the web site welfare information up to date.