

Radley AC

Health and Safety Officer

Job Description

Aim

This role aims to minimise the risk to all people involved in the club's activities, whether athlete, coach, volunteer or official, as well as others such as spectators and other members of the public.

Skills and Knowledge:

- Knowledgeable about health and safety (H&S) issues;
- A trusted and competent adviser;
- Up to date with the latest H&S thinking and legislation (or willingness to learn);
- Good communicator;
- A practical, common-sense approach.

What you will do:

- Keep up to date with National Governing Body guidelines;
- Prepare and annually review the club's Health and Safety policies;
- Oversee the club's risk assessments;
- Provide guidance to other club coaches and members;
- Conduct club inspections as and when needed;
- Assess information and make informed decision on health & safety matters;
- Report to the committee on H&S matters (standing agenda item);
- Report to UKA etc if required.
- Action/implement H&S decision taken by the Committee.

Approved by Committee: November 2010