

## Job Description

### Job title: Health and Safety Officer

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1. To promote a healthy and safe environment for students, coaches and members to work and train in.
2. To liaise with local authority, club management committee and ASA to ensure all legal health and safety matters/regulations are adhered to by all persons.
3. To advise and encourage safe working practice by all.
4. Back up role owner for Officials Secretary web site.
5. Provide/support and liaise with officials secretary in regards to Health and Safety.
6. Review and update risk assessments as and when required.
7. To follow and promote the ASA Child Protection Policy.

### Requirements:

The ideal applicant will have good organisational and communication skills and an understanding of Health & Safety regulations.

### Reporting to:

The Swindon Dolphin Executive Committee.

### Appointed by:

Nominated by the Swindon Dolphin Membership at the clubs AGM as per the Swindon Dolphin Constitution.