



Founded 1870

**Wanderers FC**  
**Role of the Club Welfare Officer**

**Position:** Club Welfare Officer

**Works with:** Hon. Secretary - Legal Compliance

Hon. Treasurer - Finance

Chairman of Youth Rugby - Age Grade Rugby Operations/Administration

Underage Development Officer - Age Grade Rugby Operations/Administration

**Appointed:** Underage Committee

**Role/Scope:** To ensure that the safety, health, general welfare and dignity of each Age-Grade Player is respected and protected

**Specifics:** To implement the directions of the National Safeguarding Officer and appointed Mandated Person within the IRFU with the assistance of the Leinster Rugby Spirit of Rugby Officer and to follow the policy for Age-Grade Players of the IRFU.

The role of the Club Welfare Officer covers the following responsibilities:

- Act at all times in the best interests of Age Grade Players;
- Be intimately familiar with the provisions of the Safeguarding Policy and its guidelines and with such further information and requirements as may be provided or put in place by the IRFU;
- Communicate with the appropriate Spirit of Rugby Officer in Leinster Rugby on any matter on which the Club Welfare Officer considers it necessary to do so, or any matter in relation to Age Grade Players on which the advice or directions of the Union are required;
- Receive from the Leinster Rugby Spirit of Rugby Officer advice, information and directions from the IRFU concerning Age Grade Players and act accordingly;
- Inform the club of requirements made by the IRFU concerning Age Grade Players;

- Ensure that they are in a position to respond accurately and promptly to queries from the IRFU as to the welfare of Age Grade Players in their club generally or in relation to any specific incident which may occur
- Be the contact person in the club for the National Safeguarding Officer within the IRFU and/ or Statutory Authorities regarding the welfare of Age Grade Players who are members of the club
- Communicate with Age-Grade Players and their coaches;
- Provide advice and information to parents of Age-Grade Players;
- Complete the Club Action Plan for monitoring purposes and submit to IRFU through Leinster Rugby on an agreed scheduled basis.

The role will also involve the keeping of records where required by the IRFU, for example as to coaching qualifications, recruitment of leaders and/or management practices and following the IRFU Safeguarding Policy, regarding reporting requirements.