



BRISTOL ROVERS
FOOTBALL CLUB

☎ 0117 909 66 48
© bristolrovers.co.uk

Job Description

Job Title: Academy DSO/Player
Care

Reports to: Head of
HR/SSM/ED&I Lead

Job Purpose

The designated person with primary responsibility for managing and reporting safeguarding concerns and for putting into place and monitoring policies, procedures and daily practice to safeguard children and adults at risk in the organisation.

Support the ED&I Lead with Equality, Diversity and Inclusion activities in the Academy and club wide.

The development and management of the Player Care programme and provision throughout the Academy.

Key duties:

- Working with others within the organisation to create a positive, child-centred environment.
- Play a lead role in developing and establishing the clubs' approach to safeguarding children, young people and adults at risk.
- Build relationships across all areas with staff parents and players by being present at training sessions and games.
- To ensure player welfare is always the primary consideration in all activities.
- Manage cases of poor practice and abuse reported to the organisation.
- Encourage good practice by promoting and championing the safeguarding policy and procedures.
- Ensure all Safeguarding and ED&I complaints and concerns are reported and followed up using MyConcern as the reporting tool.
- Provide advice and support to all staff, volunteers and associates of the organisation in relation to safeguarding concerns and queries.
- Maintain accurate, confidential and up-to-date documentation on all cases of safeguarding and child protection and report where required in line with GDPR regulations.
- Manage and update Sentry (single central record).
- Ensure that all staff, volunteers, host family's carryout mandatory training requirements including Safeguarding and Playing for inclusion.
- Ensure all staff have an up-to-date DBS.
- Support the SSM/ED&I with policy development and planned activities.
- Coordinate the dissemination of policy, procedures and resources throughout the club.
- Work in close partnership with the Academy Administrator/Player Care co-ordinator.
- Work with Academy Manager and coaches to create and maintain an age appropriate induction and transition plan that supports the Health and Wellbeing of all players across all phases within the academy
- Host family visits/review (create reports) every 6-8 weeks, continuous review of the Host Family programme within the academy. Ensure all players in Host Family accommodation are in safe and secure accommodation in line with DBS requirements and internal screening processes.
- Offer 1-1 support for Academy Players, attending weekly drop-in sessions.
- To lead the delivery parent voice sessions. Work with the Academy team to create an "Exit" (next steps) Strategy that supports the Health and Wellbeing of all players.
- To work with the Head of Education/Academy to design and implement the clubs Personal Development and Life Skills plan for all academy players, supporting the delivery when required.

Skills, knowledge, experience and personal attributes

- Leads by example.
- Outstanding communication skills.
- Ability to build positive relationships with children, colleagues, and senior managers.
- Strives to promote wellbeing, safeguarding and ED&I agenda, through positive behaviours.
- Ability to work calmly under pressure, high degree of emotional resilience.
- Ability to forward plan.
- A passion for working with people and working beyond the confines of the job description.
- A working knowledge of safeguarding in a previous role.
- Organised, attention to detail and strong problem-solving skills.
- Works well in a team.