

Draft CANI Job Description

The Post: Children / Young person officer

1. Main purpose of this post is to
 - a. Ensure that CANI adheres to the Child protection policy.

2. This person is responsible to:
 - a. CANI Chairman, committee and members

- 3 Responsible for:
 - a. Ensuring CP policy is up to date
 - b. Coaches, volunteers and officials are police checked for working with young people.

- 4 The post is elected for a period of 2 years with the option to be selected for further office.

- 5 The duties that are involved in the job are:
 - a. Maintaining records in liaison with the office and administrator regarding volunteers and coaches.
 - b. Ensuring best practice is adhered to for courses and events.
 - c. Ensuring that the needs of children and young people are catered for in events and courses.
 - d. Developing opportunities for youth programmes and courses
 - e. Attending Council meetings as required (Bi-monthly)
 - f. Meeting with administrator / CDO as required
 - g. Other relevant duties as may be reasonably requested to ensure the efficient and effective working of CANI.

- 7 The rewards or benefits.

There is no remuneration for this post – however direct out of pocket expenses are payable for travel and subsistence.