



APPLICATION FOR VOLUNTEER CO-ORDINATOR

A big thank you from everyone at Overton rugby club because without volunteers such as yourself we wouldn't be here.

Job description

To provide a focal point for volunteers and volunteering within the club

To facilitate the recruitment, retention, recognition and reward of volunteers within the club.

Key Accountabilities:

To identify means of recruiting potential volunteers and to ensure that a policy of open recruitment when advertising for and appointing volunteers is implemented

To formulate up-to-date Terms of Reference for volunteer position

To ensure that new volunteers are welcomed appropriately and are provided with all relevant information and support (e.g. create a mentoring / buddy system within the club for new volunteers)

To attend events, tournaments and social evenings to promote and encourage new volunteers

To ensure individual volunteers are given appropriate support and guidance to maintain their enthusiasm

To identify means of recognising and rewarding volunteers

To nominate volunteers through the RFU Volunteer Recognition Awards

Code of Rugby

This can be found on the RFU website and is fully integrated throughout the clubs age groups.

Everyone involved in rugby in England, whether as a player, coach, referee, administrator, parent or spectator is expected to uphold the core values of our sport

Teamwork Respect Enjoyment Discipline Sportsmanship

- Play to win – but not at all cost.
- Win with dignity, lose with grace.
- Observe the laws and regulations of the game.
- Respect opponents, referees and all participants.
- Reject cheating, racism, violence and drugs.
- Value volunteers and paid officials alike.



- Enjoy the game.

Safeguarding Procedure

For you to become a coach you must complete a DBS check which is renewed every three years.

You must attend a play it safe course within the first 6 months which is renewed every three years by attending a refresher course.

You must attend a first aid course within the first year which is renewed every three years by attending a refresher course

Please find attached a copy of the safeguarding policy for you to read.

You must be aware of our club rules and understand our policy on social networking sites.

For further information and to arrange your DBS check please contact Vicky Thomas (safeguarding officer) – 07584321545. Alternatively please contact Aimee Le Flem (deputy safeguarding officer) – 07807077476 or Stephanie Webster (deputy safeguarding officer) - 07495489537.

Declaration

I have read the safeguarding policy and the club rules and regulations and i agree to attend all relevant courses within the first year of being a volunteer coach.

Signed _____ Date _____

Please return the safeguarding policy along with this form to Jennie Ross or Vicky Thomas.