

CHURCH OF SCOTLAND

CHILDREN’S WORKER: JOB SPECIFICATION AND DECLARATION

Name of Children’s Worker:

Congregation: Strath & Sleat

Title of Post: Health & Safety Co-ordinator

Name of Group: All Groups

Responsible to: Minister

Supported by: Kirk Session/Child Protection co-ordinator

Where and when the group meets: N/A

Main aim of group: N/A

Principal duties and responsibilities

1. To ensure all church premises are kept as safe as is reasonably practicable and that employees, members of the congregation and members of the public generally are not exposed to avoidable risks.
2. To monitor on behalf of the Kirk Session the continuing implementation of the Health & Safety policy by all groups and organisations under the jurisdiction of the Kirk Session.
3. To make regular risk assessments and have these recorded in Kirk Session minutes.
4. To keep the Health & Safety Policy up-to-date.
5. To facilitate and promote the dissemination of information on Health & Safety, to all groups and organisations under the jurisdiction of the Kirk Session.
6. To be available to members of the congregation who may wish to express concerns relating to health & safety within the congregation and to have these recorded in Kirk Session minutes.
7. To attend meetings and training as required.

Part B: to be completed by the worker with children/young people

DECLARATION:

I have understood the nature of the work I am to do with children/young people. I have read the Code of Good Practice produced by the Church of Scotland for safeguarding children and young people. I understand that it is my duty to protect the children and young people with whom I come into contact. I know what action to take if abuse is discovered or disclosed.

Date: _____ Signature: _____