



**BOCSIO
CYMRU**

WELSH BOXING
EST 1910

SAFEGUARDING OFFICER & DESIGNATED SAFEGUARDING LEAD

RECRUITMENT PACK

INTRODUCTION

An opportunity to join the staff in an exciting time of transition for boxing in Wales. Bocsio Cymru is looking to appoint a passionate and knowledgeable individual to lead on safeguarding matters. The role of the Safeguarding Officer is to lead safeguarding discussions and planning at operational level, steer the staff's efforts to protect the health and wellbeing of the membership and supporting the Executive Team, especially in relation to children and adults at risk. To work with the CEO and Executive Team to ensure that Bocsio Cymru has effective, best practice safeguarding policies and procedures in place and that these are properly and effectively communicated across our community.

ABOUT US

Funded by Sport Wales, Bocsio Cymru is the recognised national governing body for amateur boxing in Wales. It is a national member of World Boxing and is also a home nation member of the British Amateur Boxing Association (GB Boxing).

Formed in 1910, the Welsh Amateur Boxing Association was established as a way of promoting and developing amateur boxing in Wales. Today, as a limited company by guarantee, we have over 130 affiliated clubs – the work we do is more important than ever. As the sport goes from strength to strength, our Board of Directors and staff help to ensure Welsh amateur boxing's continued growth, overseeing the effective day-to-day and long-term governance and delivery of Bocsio Cymru's objectives.



OUR STRATEGY CHAMPIONS OF THE COMMUNITY





SAFEGUARDING OFFICER ROLE DESCRIPTION

You will be responsible for overseeing the implementation of the safeguarding policy and updating the policy when necessary.

Specific responsibilities

- Enhancing organisational awareness of Safeguarding and a person-centred approach through training and CPD programmes.
- Ensuring that all clubs registered with Bocsio Cymru are compliant with safeguarding requirements.
- Communicating with, supporting, and developing Club & Regional Welfare Officers to ensure they have the support required for them to fulfil their role.
- Supporting the regions with their Safeguarding standards.
- Undertaking relevant training when required and representing Bocsio Cymru at Lead Officer Safeguarding Forums and events.
- Leading on Safeguarding Case Management for Bocsio Cymru cases, making referrals to external agencies where appropriate.
- Consulting with key stakeholders on safeguarding policies, processes, and projects to ensure their voice is captured.
- Managing regular reviews of Bocsio Cymru and partner operations to ensure they are compliant with relevant legislation, statutory guidance, sector rules/regulations and Bocsio Cymru policies and procedures.
- Supporting safer recruitment processes throughout boxing in Wales.
- Managing accurate record keeping and retention processes, in line with Data Protection regulations.
- Providing advice and guidance to key stakeholders on safeguarding matters.
- Leading on maintaining and developing the Standards for Safeguarding and Protecting Children in Wales and the Safeguarding Adults Framework.
- Working effectively and collaboratively with external organisations, such as WSA, NSPCC Sport, Ann Craft Trust and Sport Wales to further enhance safeguarding support and provision for Bocsio Cymru.

REQUIREMENTS & ROLE DETAILS

Essential Requirements

- Experience of working in safeguarding, child protection and/or safeguarding adults.
- Strong knowledge of safeguarding legislation, guidance and best practice in Wales.
- Experience of managing safeguarding concerns and liaising with external agencies.
- Ability to provide clear advice, support and guidance to staff, volunteers and clubs.
- Experience of delivering training, presentations or awareness sessions.
- Excellent communication, organisation and record-keeping skills.
- Ability to manage sensitive information with professionalism and confidentiality.
- Commitment to equality, inclusion and a person-centred approach to safeguarding.

Role Details

- This is a staff role, working two days per week.

Boscio Cymru is committed to safeguarding and promoting the welfare of all who engage in its activities. As part of the recruitment and selection process any offers of work involving working in regulated activity with children are subject to a satisfactory enhanced DBS Disclosure and Barred list check (depending on the level of supervision, frequency and nature of contact with children).



RECRUITMENT PROCESS

Advertised from:

Friday 16 October 2026

Closing date:

Friday 6 November 2026 at 5pm

Interviews:

Ideally, week beginning Monday, 16 November 2026, Cardiff or via video conference.

Please email your covering letter outlining your suitability for this role by Friday 6 November 2026 to: Colin Metson (CEO) colin.metson@welshboxing.org

For informal queries please contact: the office on 02920 334929.