



RECRUITMENT POLICY

In accordance with **Clubmark** requirements and the **Club's Welfare Policy**, the Club recognises the need for a robust **Recruitment Policy**.

The Club regularly identifies, and advertises among Club members and Parents of juniors, the need to recruit volunteers to contribute to the ongoing development of both junior and senior sections of the club.

The Club follows current recommendations detailed in the **ECB Safe Hands** policy as to which posts require CRB checks.

The Club is mindful of the fact that too demanding a procedure is likely to result in volunteers changing their minds, and the committee reserves the right to decide on the level of "interview" and "references" it chooses dependent on its existing knowledge of the potential volunteer.

Therefore, a long standing player or parent will be recruited in a different way than a complete stranger.

In either case, the Club recognises that Child Welfare is paramount, and will act accordingly.

The Recruitment Policy identifies the following procedure:

1. Advertise the roles needing recruits.
2. Identify individuals to fill these roles.
3. Confirm their suitability for the role.
4. Explain the remit and limitations of each role.
5. DBS/Self Declaration as required.
6. Organise course attendance as required.
7. Ensure a mentor or overseer, certainly initially.

If the volunteer is unknown to the club, the club recruitment process will be based on practice identified and outlined in the **ECB Safe Hands** policy, specifically the "ECB Guidelines on Appointing Appropriate Staff and Volunteers to Work with Children. A copy of the guidelines is appended to this document.

Any other steps will be taken as seen fit by the Club Welfare Officer or Committee.

***Policy reviewed and updated at the AGM on the 12th November 2018**