



## **SAFETY OFFICER ROLE**

The Safety Officer will be a lead in showing (by documentation) that "we are doing what we say we will do" in our policies by heightening and checking safety awareness across all members. This due diligence process is a significant part of any safety program and, apart from improving our safety, it is vital in demonstrating and "working" our Health and Safety policy.

Safety Awareness includes, but is not limited to:

- Adherence to flow patterns,
- cold water rules,
- Rules about being on the water (poor air quality, poor weather)
- Injury Prevention
- Emergency procedures and training for emergencies
- First Aid and Emergency Equipment - ordering, stocking etc. weekly first aid kit checks
- Coach Boat Safety Kits - weekly check to ensure fully stocked and in good working order
- Fire Safety planning and associated tasks -
- Monthly and annual checks of fire extinguishers,
- safe fuel storage

The Safety Officer will conduct short safety inspections on a regular basis documenting and reporting the outcomes to the Senior Staff and Board. Together with the Staff, the Safety Officer will design a short checklist form for the Safety Officer to use to do random checks or note safety observations (positive as well as negative) on a regular basis. This could be as simple as checking a safety/coach boat equipment one day or just asking a rower what the procedures are in low light etc. The safety check is documented by uploading and distributing the completed form.

This role is more a safety ambassador / educator within the club and not a police officer. Observe, gently correct where possible, and report up. Coaches / Senior Staff are responsible for enforcement. Depending on the candidate's interest, the role can also be more ( i.e. reporting trends, presentations etc.). This role is fundamental to safety policy work throughout industry and will provide the successful candidate with valuable experience in this regard.