

## RECOMMENDED ROLE DESCRIPTION: COVID-19 CLUB SAFETY OFFICER



**TITLE:** COVID-19 Club Safety Officer

### ROLE AND PURPOSE OF POSITION:

The role of the COVID-19 Club Safety Officer is to oversee public health measures across the club. This position is expected to be a volunteer role.

### REPORTING RELATIONSHIPS:

Club Safety Committee  
Club President OR Club Chairperson

### WORKING RELATIONSHIPS:

Club Members  
COVID-19 Club Compliance Officers  
COVID-19 Club Safety Committee  
Club President  
Provincial Club Services Officers

### KEY COMPETENCIES:

Knowledge of IRFU Return To Rugby Guidelines For Clubs  
Knowledge of implementing a Health & Safety Plan  
Knowledge of COVID-19

### KEY RESPONSIBILITIES:

- Chair the COVID-19 Club Safety Committee and nominate participants to act as COVID-19 Club Compliance Officers
- Receive and review updates from COVID-19 Club Compliance officers on all team activities
- Carry out COVID-19 Club Risk Assessment and develop a COVID-19 Club Safety Plan
- Develop and deliver procedures for club members to return to rugby in line with forthcoming guidance from the IRFU and in line with government protocol
- Ensure the club facility, at all times, complies with COVID-19 requirements in terms of signage, equipment, hand sanitising stations, PPE etc
- Keep updated with ongoing government, health authority and IRFU advice, update procedures accordingly and communicate with members as necessary
- Develop an emergency response in line with government, health authority and IRFU advice/guidance to a suspected COVID-19 case
- Oversee COVID-19 Club Compliance officers and report to the safety committee or other appointed person regularly.

The COVID-19 Club Safety Officer shall undertake the above duties, or delegate them to a named and competent member of the Club Safety Committee.

If you have any queries on the role of COVID-19 Safety Officer, please email:

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