

# Lowick United FC

## Volunteer Recruitment Policy



**Most people involved in youth football have genuine motives and good intentions.**

**Lowick United recognises it's responsibility to safeguard the welfare of it's junior members by taking care in who it allows to take charge of young people at our club. When recruiting new volunteers we are obliged to take all reasonable steps to ensure unsuitable people are prevented from working with children and young people. In addition, our club's volunteer selection processes must be consistent and fair at all times.**

We will therefore follow the guidelines laid down by The Football Association for the recruitment of new volunteers. When we are considering the appointment of a new member of staff, regardless of any friendship or relationship they may already have with existing members, we will adhere to the following procedure...

- Potential volunteers will be asked to complete the FA Volunteer Application Form
- The completed form will be reviewed by the volunteer coordinator and one other member of the committee
- These two members of the committee will conduct a brief interview with the applicant
- If successful, the volunteer will be required to complete an enhanced CRB disclosure application form
- (CRB certificates supplied by organisations other than the FA CRB unit cannot be accepted)
- Two references will be taken up from individuals who are not related to the applicant
- New volunteers will be asked to familiarise themselves with, and sign up to all club welfare policies
- The new volunteer will be provided with a clear description of their roles and responsibilities
- Initially new coaches will be mentored by a more experienced member of staff
- Arrangements will be made to enrol new coaches on any courses that will help them fulfil their role in the club