



COMPLIANCE AND SAFEGUARDING MANAGER

Background

England Boxing is the National Governing Body for the one of the oldest sports in the world, one which has featured in the ancient and modern Olympics since 1904.

With its own heritage going back to 1880, the organisation is responsible for promoting and developing the sport at all levels, from grassroots through to the England talent pathway, and in turn passing prospective medalists on to GB Boxing. The organisation is a member of IBA and EUBC, the World and European governing bodies respectively.

England Boxing's vision is to '*Inspire And Transform Lives Through Boxing*' and has a robust strategy and funding plan up until 2027.

Alongside being successful in delivering medals at international championships, amateur boxing also has a significant record in delivering community programmes and activity in inner cities and local communities.

The clearly stated ambitions in England Boxing's strategy include the requirement to provide a safe and regulated sporting environment, whether this be through safeguarding, anti-doping or adherence to the regulations that ensure the sport is operated in a safe, equitable and inclusive manner for all those who participate as a boxer, coach official or administrator.

In order to achieve this, England Boxing is looking to employ a Compliance and Safeguarding Manager to educate, inform and apply the compliance and disciplinary regulations in order to ensure the delivery of the sport safely, fairly and with integrity.

The role will also play a full part in the broader delivery and growth of the sport and national governing body.

Job Description

Job Title	Compliance & Safeguarding Manager.
Reporting To	Head of Compliance.
Salary	Competitive and subject to experience.
Location	Can be remote, with regular travel across the country.
Type of Contract	Permanent.
Role Purpose	<p>As part of the Compliance team, the role will be to execute and manage the compliance, regulatory and disciplinary function of the organisation, including safeguarding and anti-doping, in order to ensure the sport operates in as safe as manner as possible and in accordance with the regulations.</p> <p>The person will ensure the policies, regulations, rules and practices are fully implemented and adhered to. Where they are breached, and thus the safety, integrity and delivery of the sport are compromised, they will ensure appropriate actions are taken in line with the disciplinary procedures.</p> <p>The successful candidate will be required to act as an initial England Boxing disciplinary lead officer in receiving, handling investigating and subsequently reporting to the relevant subcommittee and panels in line with England Boxing policies and procedures. This will include handling and managing any safeguarding and anti-doping complaints and breaches.</p> <p>The role will require ensuring the policies of the organisation stay up-to-date, relevant and follow recognised industry best practice and, where applicable, national laws. In addition, these requirements must be communicated effectively and clearly to the membership through appropriate education, training and communication.</p> <p>The role will also be required to deal with external agencies and organisations for example UKAD, LADOs, Police, CPSU.</p> <p>By the very nature of the role, the successful candidate will be required to demonstrate high levels of discretion, confidentiality, resolve and understanding of the issues involved.</p>

	<p>Please note the job will require flexible working hours, including evening and weekend work and attendance at the National Championship finals.</p>
<p>Key Accountabilities</p>	<ul style="list-style-type: none"> • Operationally support the implementation and delivery of Safeguarding and Compliance within England Boxing, being accountable for relevant areas of England Boxing Safeguarding Procedures. • Track and ensure ongoing Compliance with England Boxing Safeguarding Operating Standards, Policies, and Procedures. • Support the Head of Compliance in dealing with all safeguarding poor-practice concerns and complaints with a focus on timeliness and outcomes and line with England Boxing’s policy, regulations, and guidance. • Assist the Head of Compliance to ensure England Boxing is compliant with safeguarding legislation e.g., Data Protection/GDPR 2018, Children’s Act, Protection of Freedoms Act (Criminal Record Checks), the Government’s ‘Working Together guidance 2018’ and any other legislation or statutory guidance that may be introduced. • Identify, develop, and maintain strong relationships with key stakeholders • To work with and attend, as appropriate, sub-committees and board meetings to ensure that current and new initiatives are clearly articulated, developed and instigated at the appropriate level of delivery. • To provide support and input into the senior management team as required, including, where required, in the development and delivery of the organisation’s strategic plan and Sport England funding programme. • To perform any other duties as reasonably required to meet the objectives of the organisation.
<p>Person Specification</p>	<p>Essential:</p> <ul style="list-style-type: none"> • Minimum five years’ experience delivering a regulatory / compliance / discipline function. This includes experience of investigating complaints and subsequent reporting. • Significant and demonstrable experience in developing, writing, delivering appropriate regulations and policies. • Experience in developing training and education initiatives in order that there is an appropriate level of awareness and understanding of the importance and use of compliance regulations e.g., safeguarding training, anti-doping etc.

	<ul style="list-style-type: none"> • Comfortable operating in a fast-changing and challenging environment with excellent people / relationship management skills and the ability to influence and engage. • Excellent written and verbal communication skills, along with appropriate IT skills, specifically Microsoft Word, Excel and PowerPoint. Track record in successful management of budgets. • To be extremely resilient and able to demonstrate the appropriate judicial skills and have experience operating in a disciplinary or judicial environment. • A clear understanding of the need for confidentiality discretion and empathy of the role. <p>Desirable:</p> <ul style="list-style-type: none"> • Experience in an investigatory, legal or similar role and the associated processes. • Dealing with serious safeguarding and associated matters. • Experience in dealing with Police, LADOs and regulatory bodies at the highest levels.
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To apply

In order to apply for this role with England Boxing, please send CV and cover letter, indicating salary expectations, to hrapplications@englandboxing.org.

The closing date for applications is Friday 10th May 2024.

Valuing Diversity

England Boxing Ltd is committed to valuing diversity and seeks to provide all staff with the opportunity for employment, career and personal development based on ability, qualifications and suitability for the work as well as their potential to be developed into the job.

We believe that people from different backgrounds can bring fresh ideas, thinking and approaches which make the way work is undertaken more effective and efficient.

The Company will not tolerate direct or indirect discrimination against any person on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation whether in the field of recruitment, terms and conditions of employment, career progression, training, transfer or dismissal.

It is also the responsibility of all staff in their daily actions, decisions and behaviour to endeavour to promote these concepts, to comply with all relevant legislation and to ensure that they do not discriminate against colleagues, customers, suppliers or any other person associated with the Company.