

# Position Statement



## State Child Safe Resources Officer

This position statement covers a Child Safe Resources Officer role in each State and Territory.

### Responsibilities

Provides advice to the MD201 Child Safe Officer, Districts and Clubs on the requirements for Child Safety in their home State or Territory.

### Background

The Child Safe Policy governs the Multiple District approach to Child Safety. It applies particularly to the approved, Multiple District Programs of Youth Exchange, Youth of the Year and Leos (at the national level). Clubs and Districts operate youth projects in their respective State or Territory that are not covered by the scope of the policy.

The Child Safe Resource Officer for each state develops an understanding of the requirements in their home states to provide advice to clubs, districts on the specific requirements, to assist the development of policy.

### Duties

- Source information on the operation of Child Safe regulation and legislation within the home state.
- Advise and assist clubs/districts in the development of local policies and procedures to meet the relevant Child Safe legislative and organisational requirements
- Considers the development of local policies to assist clubs and districts operating programs not covered under the National Child Safe Policy.
- Liaise with respective District Child Safe Officers within the state/territory
- Supports clubs and districts with information and guidance on compliance with State child safe rules.
- Understands the organisational requirements of the Lions Australia Child Safe Policy
- Advises the MD201 Child Safe Officer on required amendments to the National policy to meet changing rules in each state/territory.

### Structure

The position is a member of the National Child Safe Committee convened by the MD201 Child Safe Officer but operates independently, supporting the Districts and Clubs within the home state or territory. Meetings will generally be conducted by teleconference.

Revision No.	1.0	Relates to:	Child Safety
Revision Date	21 October 2022	Applies to	Position Holder
Author	Rob Oerlemans	Authorised by	Executive Officer



# Person Profile



The State Child Safe Resource Officer will have following experience, skills and personal attributes.

## Experience

- Experience in the regulation of policy, preferably relating to young people or youth services.
- Proven organisational ability and experience in delivering outcomes consistently and accurately.
- Excellent verbal and written communication skills.
- Strong experience in the operation of project covered by the position.
- A good understanding of common Lions-operated Youth programs.

## Skills

- Excellent computer skills, particularly using e-mail and MS Word (report writing)
- The ability to effectively use teleconferencing software.
- Highly developed organisational ability
- Ability to order priorities; set and meet deadlines.
- The ability to maintain confidentiality at all times.

## Personal Attributes

- An empathetic and caring approach.
- Self-motivated person with the ability to manage the competing demands of various stakeholders.
- Capable of working with a range of people and willingness to listen to, and communicate with, members of other Committees.
- An optimistic and positive approach, and resilience in dealing with stakeholder demands.

Revision No.	1.0	Relates to:	Child Safety
Revision Date	21 October 2022	Applies to	Position Holder
Author	Rob Oerlemans	Authorised by	Executive Officer



# Person Profile

## Position Structure Diagram



## Table of Revisions

Rev #	Clause	Description of Change
1.0		Document created.
2.0		
2.1		
2.2		

Revision No.	1.0	Relates to:	Child Safety
Revision Date	21 October 2022	Applies to	Position Holder
Author	Rob Oerlemans	Authorised by	Executive Officer