



Director of Equality & Diversity

Job Description

Outline of Responsibilities

A time commitment of 4 Board meetings per year, these are usually hosted on a Saturday and take place in Perth, some conference calls as required. Some time spent on overseeing SOA's equality, diversity and safeguarding practises and research in these areas; also representing the SOA at some events and meetings with key partners and stakeholders. Providing support and guidance for SOA staff in the areas of equality, diversity and Child Wellbeing and Protection in Sport.

This Director is responsible for the oversight of the development, embedding and maintenance of relevant practices in SOA to meet regulatory standards and best practice.

Specific responsibilities:

- Chair an Equality and Diversity Group to review or develop policies and procedures in relevant areas
- If necessary, to convene this Group to resolve complaints or issues
- Provide advice and support to the SOA COO in implementing appropriate equality, diversity, safeguarding and PVG practices
- Research ways and means of increasing participation in orienteering from diverse groups and communities
- Research ways and means of introducing a SOA Children's Panel

Person Specification:

Essential

- Experience of equality or safeguarding procedures in a work or club environment
- Experience and understanding of sport
- Empathetic, and excellent interpersonal skills
- An understanding of the regulatory framework for equality, diversity and Child Wellbeing and Protection in Sport. An understanding of the Protecting Vulnerable Groups scheme.

Desirable

- Experience of working with children or another vulnerable group
- Knowledge and understanding of the work of a charity
- Knowledge and understanding of orienteering

Scottish Orienteering Association, www.scottish-orienteering.org

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