



FACT SHEET 23

Sample Person Specifications For Sports Coach/ Children's Officer working with U18s

The person taking on this post should have the following skills and attributes

- Communication skills
- Ability to engage with children
- Committed to engaging and communicating with others including parents
- Organisational Skills
- Have the values and attributes to ensure children's participation in the sport is enjoyable
- An understanding of the boundaries of confidentiality
- View the child's welfare as paramount.

Sample Person Specification for a Children's Officer

The person taking on this post should have the following skills and attributes

- Communication skills to ensure the widespread dissemination of good practice
- Ability to engage with children and an accessible resource for them
- Committed to engaging and communicating with others including parents
- Organisational skills
- Have the values and attributes to ensure children's participation in sport is enjoyable
- A commitment to confidentiality with a clear knowledge of the restrictions and guidelines in relation to child protection
- Record keeping skills to ensure clear and accurate records are kept
- Knowledge of Our Duty to Care to enable them to act as an information source to others
- View the child's welfare as paramount.