



## LBT Volunteer Job Description

**Title: Health and Safety Officer.**

<b>Current holder:</b>	See Organisational Chart
<b>Type of volunteering</b>	To act as health and safety advisor/s for LBT.
<b>Main purpose of volunteering</b>	To be responsible for the implementation of good practice, health and safety policies within the club and advise the LBT committee. To collate normal operating procedures, emergency action plans and risk assessment documents for venues where LBT sessions or events are planned, and to conduct an annual review of same.
<b>Responsible to</b>	The LBT committee.
<b>Competencies / experience required</b>	Basic knowledge of health and safety requirements. Well-organised and with ability to deal appropriately with problems if and when they arise.
<b>Commitment required</b>	Occasional presence at meetings, plus responsibility of dealing with any issues that arise.
<b>Benefits to self</b>	Gain knowledge on health and safety and good practice within clubs and contribute to the improvement of LBT and/or region in these areas.
<b>Benefits to community</b>	Provision of safe environments within LBT for members, who are aware of current examples of good practice and health and safety issues.
<b>Support received from:</b>	The LBT committee and the Regional Development Officer. Training opportunities will be available to help the person/s fulfil this role.
<b>Is this volunteer opportunity open to disabled persons?</b>	Yes.