



# Blackburn Rovers Football & Athletic Ltd

## Job Description

<b>Job title:</b>	Academy Safeguarding Officer
<b>Department:</b>	Safeguarding
<b>Location:</b>	BRFC Academy, Brockhall Village, Blackburn, BB6 8BA. Flexibility on location may be required.
<b>Reports to:</b>	Club Safeguarding Manager
<b>Responsible for:</b>	N/A
<b>Hours of work:</b>	37.5 hours per week plus any additional hours necessary for the performance of duties. This may include evening and weekend work.
<b>Contractual status:</b>	Permanent
<b>1. Job purpose:</b>	To promote and protect the safety and welfare of children and adults at risk of harm, recognising the Club commitment to safeguarding and assist in the delivery of its safeguarding strategy, vision, values and meets League Safeguarding Standards.
<b>2. Duties and responsibilities:</b>	<ul style="list-style-type: none"><li>• To be committed to ensuring the safety and welfare of all children and adults at risk of harm, promoting their well-being needs and providing a safe environment;</li><li>• To ensure safeguarding is embedded within the Academy provision and culture;</li><li>• To work closely with and report on a regular basis to the Club Safeguarding (CSM) Manager/Senior Safeguarding Manager (SSM) and provide regular safeguarding updates and reports to provide to the Board of Directors;</li><li>• To maintain and promote a culture of trust, inclusion, transparency, listening and respect;</li><li>• To attend regular safeguarding training and maintain an up to date knowledge base of relevant legislation, regulations and best practice;</li><li>• Ensure all concerns and complaints are taken seriously and responded to swiftly and appropriately, recording all concerns, incidents and allegations including poor practice and low-level concerns in an accurate and timely manner;</li><li>• To represent ED&amp;I for the Academy by attending meetings and being responsible for ED&amp;I within the Academy;</li><li>• To work closely with the Academy Psychologist and Player Care to manage the Academy's Mental &amp; Emotional Wellbeing pathway strategy;</li><li>• To complete relevant CPD specific to the job roles and responsibilities; and</li><li>• Ensure familiarity and compliance with and commitment to Policies and Procedures and other safeguarding documentation as appropriate; seeking feedback from internal stakeholders;</li><li>• Raise awareness of safeguarding practices in your area of responsibility and create a culture of trust and inclusion;</li><li>• Ensure robust governance arrangements, policies and procedures are in place for care and accommodation providers and multi-occupancy Club boarding accommodation;</li></ul>



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	<ul style="list-style-type: none"><li>• Ensure physical and on-line environments – including social media, promote safety and well-being, minimising the opportunity for children and adults at risk to be harmed or exposed to inappropriate or explicit behaviour, materials and on-line content including e-sports competitions/activities;</li><li>• To ensure Safeguarding is considered in all activities for or to be attended by children/adults at risk;</li><li>• Management of the Academy Safeguarding &amp; Player Care Risk Register ensuring Health &amp; Safety Prevent and Safeguarding Risks are identified and mitigated when planning and delivering activities, and that they are recorded and shared with those who require it to support safe activity planning and/or delivery;</li><li>• To ensure there is an understanding of, commitment to and compliance with the Prevent Duty at the Academy;</li><li>• Robust mental health governance arrangements, policies procedures and training in place at the Academy;</li><li>• To ensure that children and adults at risk are informed about their rights to protection from abuse, mistreatment and exploitation and that reporting lines are clearly promoted and accessible;</li><li>• To ensure safeguarding forms part of a multi-disciplinary approach to supporting Academy players' transition including sharing of information to support and protect children;</li></ul>
<b>3. Skills required:</b>	<ul style="list-style-type: none"><li>• Ability to work as part of a multi-disciplinary team;</li><li>• Ability to work independently;</li><li>• Good communication with key internal and external stakeholders;</li><li>• Ability to meet deadlines;</li><li>• Good listening skills (particularly pastorally for players);</li><li>• Good level of analytical skills;</li><li>• Competent use of key IT programmes incl. Microsoft Word, Excel, PowerPoint as well as key online systems;</li><li>• Ability to solve problems;</li><li>• Be innovative in thinking and moving the department forward;</li><li>• A “think outside the box” approach to planning and maintaining personal development programmes; and</li><li>• Confidentiality.</li></ul>
<b>4. Knowledge required:</b>	<ul style="list-style-type: none"><li>• Good knowledge of Safeguarding/child protection policies and procedures;</li><li>• Good knowledge and understanding of current issues and trends within safeguarding and working with children and vulnerable groups;</li></ul>
<b>5. Qualifications required:</b>	<ul style="list-style-type: none"><li>• Previous experience in Safeguarding and the protection of young children; and</li><li>• FA Safeguarding</li></ul>
<b>DBS check required:</b>	Yes (Enhanced)



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The document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation.

## How to Apply

Due to high-levels of interest, this post may close early so early application is advised, otherwise the closing date for this role is **12 noon on Friday 30<sup>th</sup> January 2026**.

To apply, please submit your application through the EFL I-Recruit platform [HERE](#)

CV's will not be accepted.

## Equality and Diversity

*Blackburn Rovers FC is committed to the principle of equal opportunity in employment and its employment policies for recruitment, selection, training, development and promotion are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, religion or belief, sex, sexual orientation, marital status, age, ethnic and national origin, disability or gender reassignment.*

## Safer Recruitment

*Blackburn Rovers FC is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. The successful applicant will be required to undertake appropriate safeguarding checks as well as providing proof of right to work in the UK.*