



## ***Balrothery Football Club***

### ***Recruitment Policy***

#### **Process**

Recruitment is required for all positions within Balrothery FC and should be conducted in accordance with this document. Volunteers wishing to take on a role and responsibility with the club and children must be motivated to ensure the experience is both positive and safe for all members in accordance with the clubs "*Code of Conduct*"

***Application form*** – each applicant should complete an application form. There is a declaration in the application form which must be signed.

A standard application process exists for all adults, intending to work as volunteers or to be employed, with access to or involved in the management concerning children.

***Identity*** – any photo id is acceptable with applicant's name clearly stated and this should be noted on the application form.

***References*** – check the references of any individual that may be suitable. These character-references may be provided by a previous club / employer or from a current club member.

All adults who have supervisory role or responsibility for children must complete the Garda Vetting and Child Welfare and Protection Courses

All Managers & Coaches must endeavour to undertake courses and workshops made available to them, in order to set and maintain good standards.

The final ratification of any appointment shall be made by the full committee and recorded in the minutes.



## ***Balrothery Football Club***

### ***Recruitment Form***

**Applicant name:** \_\_\_\_\_

**Position(s) applying for:** \_\_\_\_\_

**ID provided:**            **YES**            **NO**            (circle one)

**Reference provided:**            **YES**            **NO**            (circle one)

**Safeguarding & Garda Vetting required:**    **YES**    **NO**    **In Process**

**Submission date:** \_\_\_\_\_

#### *Declaration*

*I \_\_\_\_\_ wish to become volunteer/payed member of Balrothery FC. I endeavour to follow all guidelines set out by the club in governance by the "Code of Conduct" & "Code of Discipline". I fully understand obligation set to upskill for the greater good. I state that all information provided is correct and legitimate.*

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Witnessed:** (committee member) \_\_\_\_\_