

Ulverston Canoe Club

Recruitment Policy

In accordance with requirements of good practice and the Club's Welfare Policy, the Club recognises the need for a robust Recruitment Policy. The Club regularly identifies, and advertises among Club members and elsewhere, the need to recruit new members and volunteers to contribute to the ongoing development of the Club.

The Club follows current recommendations detailed in British Canoeing's Child and Vulnerable Groups Protection Policy as to which posts require DBS checks.

The Club is mindful of the fact that too demanding a procedure is likely to result in deterring volunteers and the committee reserves the right to decide on the level of "interview" and "references" it chooses dependent on its existing knowledge of the potential volunteer. Therefore, a long standing member or associate will be recruited in a different way than a complete stranger. In either case, the Club recognises that children and vulnerable persons welfare is paramount, and will act accordingly.

Our Recruitment Policy identifies the following procedure:

1. Advertise the roles needing recruits
2. Identify individuals to fill these roles
3. Confirm their suitability for the role
4. Explain the remit and limitations of each role
5. DBS or self declaration as required / appropriate
6. Organise course attendance as required
7. Ensure mentoring support for new volunteers

If the recruit is unknown to the club, the club recruitment process will be based on practice identified and outlined in British Canoeing's Child and Vulnerable Groups Protection Policy. Any other steps will be taken as seen fit by the Club Welfare Officer or Committee.

Declaration of Intent

This policy was ratified by the club committee and adopted as policy on 17 Aug 2019