



Health and Safety Lead Volunteer Role and Responsibilities

At The King's Church, Wisbech our vision is: 'That we may present everyone mature in Christ' – by Loving Jesus, Building Relationships and Serving our Community.

As part of that vision we aim to ensure that all formal events, meetings and activities of The King's Church are carried out in a safe and healthy environment through a commitment to the development of a positive health and safety culture. Members are defined as anyone visiting the church events, meetings and activities.

By volunteering to be the Health and Safety Lead you are agreeing to take responsibility of ensuring we have that positive culture, safe environments and working practices for all those who are part of or come into contact with our church.

Serving as a volunteer not only helps others, but it also helps you and your discipleship. 'Serving our Community' is one of the three core pillars of our vision and all three should be in place in your life for you to grow in maturity in Christ. So, thank you for taking this step and we pray it will be a real benefit to your spiritual growth too. Your help is greatly appreciated.

Key Leaders:

Health & Safety Trustee: Lynn Monaghan (active role - so can share burden of some of the Lead person's responsibilities)

Volunteer Role Title: Health and Safety Lead

Preparation time required for this role: Online training in health and safety management, reading the church's health and safety policy.

Frequency: Continual. Most of the work will be as you start the role: doing the training, getting all paperwork and practices in order. After this it will require continual observation and checks to ensure procedures are embedded and adhered to.

General Role Description:

As Health and Safety Lead in The King's Church, Wisbech you will be expected to:

- Listen to and respect the Overseers and Trustees to whom you will report.
- Work closely with the Health and Safety Trustee.
- Attend appropriate training at least once every 3 years.
- Annually review and update the Health and Safety Policy and Procedure.
- Ensure risk assessments are in place for all formal church activities.
- Keep a record of incidents or near-misses.
- Report any serious incidents to the Health and Safety Trustee who can then report them to the charity commission if appropriate.
- Provide an annual report to the trustees.
- Take reasonable steps to check that procedures and risk assessments are being adhered to in formal church activities.

- Work with meeting leaders to ensure they understand their health and safety responsibilities within the meetings/settings that they are responsible for and helping them to be confident in this.
- Be loving towards those in the church, understanding that mistakes happen and working to learn from them, not ruling with an iron fist.