

JOB DESCRIPTION: Chief Safety Marshall

Insert name of club / organisation

Insert name and address of Sports Ground

Post: Chief Safety Marshall

(name of Regulated Stand at Sports Ground) is a Regulated Stand under the provisions of the Safety of Sports Grounds (Northern Ireland) Order 2006.

The club / organisation (insert name) has applied for a Safety Certificate from (insert name) District Council. The holder of the Certificate also known as the Qualified Person will be (insert name). They will be responsible for ensuring that the Terms and Conditions contained in the Safety Certificate are not breached. The Chief Safety Marshall will report to the Qualified Person and will be responsible for the development and implementation of procedures to ensure compliance with the Terms and Conditions contained in the Safety Certificate. He will report to the Qualified Person accordingly.

The Chief Safety Marshall will also develop systems and procedures to ensure the reasonable safety of spectators using the Regulated Stand at specified activities, and ensure compliance with the Ground Rules.

The Role of the Chief Safety Marshall

The duties of the Chief Safety Marshall are:

- To have an understanding of the Northern Ireland Guide to Safety at Sports Grounds, and other related documentation and the certification procedures.
- To report to the Qualified Person and keep them informed of Health and Safety issues within the Regulated Stand.

- To appoint (where appropriate and with the approval of the Qualified Person) Safety Marshalls to assist him in his duties.
- To ensure that the Safety Marshalls receive appropriate training in the contents of the Northern Ireland Guide to Safety at Sports Grounds and other related documentation to enable them to manage / assist in the management of safety arrangements at specified activities in a competent manner.
- To develop a Operational Plan, Contingency Plan, Medical Plan and Marshalling Plans for the Regulated Stand.
- To ensure that Risk Assessments are carried out to ensure the safety of spectators using the Regulated Stand at specified activities and the health and safety of others undertaking activities at the Regulated Stand.
- To brief and debrief Safety Marshalls prior to specified activities.
- To engage and manage contract Safety Marshalls to work at specified activities as appropriate, including briefing and debriefing.
- To engage First Aid personnel as appropriate for the numbers of spectators utilising the Regulated Stand.
- To liaise with and other personnel who have a safety role at the Sports Ground at specified activities when the Regulated Stand is utilised.
- To ensure that there are suitable communication arrangements in place for all personnel with a safety related role at specified activities.
- To ensure that appropriate documentation is available to satisfy the Terms and Conditions of the Safety Certificate.
- To carry out inspections of the events and related services at appropriate intervals.
- To carry out pre event checks of the Regulated Stand in accordance with recognised Guidance.
- To advise the Board on safety and related issues at the Regulated Stand and provide a written report.
- To liaise with the Emergency Services as appropriate.
- To represent the club/ organisation at meetings of the Safety Advisory Group as required.
- To develop a contingency plan for the Regulated Stand and liaise with the Emergency Services regarding its content.
- To make suitable arrangements to test the Contingency Plan as appropriate.