

Safety and Facilities Officer

Role Description

The role of the Safety and Facilities Officer is to provide advice and support to Clubs and the County Management & Finance Committee on best practice in several key areas including Ground Health & Safety, the Protection of Association Property (including title), Trusteeship, Insurances and the development of Grounds and Facilities (including funding available for these developments). An effective officer will use the resources that are available including Provincial Councils, National Committees, National Club & Infrastructure Finance Manager & the GAA website.

The Officer shall be appointed in accordance with Rule 3.19.

The Officer will chair the County Safety and Facilities Committee and partner with the relevant personnel at Provincial and Central levels to implement Association-wide policies at local level.

Reports/Accountable To

- County Management & Finance Committee / County Committee.

Responsibilities

County Safety and Facilities Committee

- Act as Chairperson of the County Safety and Facilities Committee.
- Ensure personnel on this committee have some relevant expertise in the areas of Property, Health & Safety, Insurance, Planning, Capital Development Projects, Event Management & Facilities management where possible.
- Liaise and support the County Secretary and other relevant Officers as required on matters relating to Safety and Facilities.

Health and Safety

- Be familiar with the focus areas and goals of the National Health and Safety Committee's (NHSC) strategic plan.
- Have a knowledge Health and Safety legislation and Event Safety as applicable to facilities and grounds and access information from existing resources when required.
- Be familiar with the Club resources on the GAA website in respect of Health & Safety (in particular the Safe Club Initiative), Event Management, Insurance, and Physical Development.
- Understand the terms of the Associations PL and Property Insurance policies.

Property

- Ensure that association property is properly vested in line with Rule 5 and the code of Trustees. Promoting the GAA Corporate Trustee in line with National policy.
- Ensure that all charges on association property including mortgages are properly executed.

Facilities

- Provide guidance to Clubs on the development of grounds and facilities, taking into consideration the demographics of the area etc.
- Provide advice on accessing funding such as Sports Capital Grants, SEAI, County Council, Leader, GAA grants and borrowing options.
- Review all applications dealing with property matters such as borrowing approvals, charges, leases, disposals & acquisitions, grant aid etc and make recommendations on same to the County Management & Finance Committee.

Skills Required

- Understanding of safety management systems, H&S legislation, and the risk assessment process.
- Understanding of property matters.
- An understanding of Project management: Organisation and delegation skills.
- Communication and interpersonal skills.
- Good IT competence and willingness to upskill.

Knowledge

- Occupational Health & Safety and Event Safety at Sports Grounds.
- GAA policy on vesting and control of property.
- GAA resources available to clubs.
- GAA policies and procedures.

Other Requirements

- Have sufficient time to do the job.
- Have an interest in the GAA.
- Respected in local community.
- Demonstrate a willingness to learn.

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