

Darwen Dashers Running Club – DBS Verifier

Role Description

The DBS Verifier is responsible for verifying the identity of all DBS applicants. DBS checks cannot be completed without a Verifier. The role of the DBS is to support safer recruitment decisions and prevent unsuitable people from working/volunteering with vulnerable groups, including children. The DBS Verifier is appointed by the club committee and must be registered with England Athletics by the Club Secretary.

Main Duties and Responsibilities.

- To physically verify the person's identification
- Confirm verification online
- To ensure the club is up to date with UKA/EA and DBS / government guidance around DBS and to ensure all relevant individuals hold valid DBS checks
- Arranging handover or succession planning for the position where appropriate