

District youth protection manager

The district governor may choose to have this position report to him/herself or a related committee chair, such as the Key Club administrator or the district risk manager.

Responsibilities:

- Advocate within the district the importance of youth protection to both the youth served by Kiwanis and the Kiwanis members, as well as the necessity of complying with Kiwanis Youth Protection Guidelines.
- Help clubs understand their responsibilities in youth protection.
- Serve as a connection between Kiwanis International and the Kiwanis district and youth clubs on issues of youth protection.

Duties:

- Learn and understand the contents of the Youth Protection Guidelines and serve as a resource for members of the district. Provide answers to questions and instruct the clubs as to how to utilize the materials provided.
- Know the local/state/provincial laws related to reporting for your district.
- Provide and/or coordinate for Kiwanis district staff and leadership to receive annual training on the Youth Protection Guidelines.
- Serve as a resource to the SLP Kiwanis advisors or SLP club chair on their responsibilities related to Kiwanis Youth Protection Guidelines.
- Submit youth protection articles for the district bulletin.
- Conduct workshops and training at district events, using materials provided by Kiwanis International. Such events include, but are not limited to, Kiwanis district convention, Key Club district convention, other district sponsored conferences or trainings (such as mid-year conferences, regional trainings, etc.).
- Regularly communicate with Kiwanis International regarding club activities and policy issues that arise.
- Provide assistance as needed in ensuring that Kiwanis clubs comply with the Youth Protection Guidelines.
- Assist Kiwanis clubs and districts with developing their own background check policies to complement the Youth Protection Guidelines.
- Attend the Youth Protection Guidelines training and seek to keep up to date on trends impacting youth protection.

Qualifications:

- A background in youth work, education or law enforcement is ideal.
- Active Kiwanis member in good standing.
- Ability to speak in public and conduct workshops and training sessions.
- Clear criminal history background check administered by Kiwanis International.

It is strongly encouraged that the individual appointed to this position serves a minimum of a three-year term.

As indicated in Kiwanis policy, the Youth Protection manager should not hold any other district or international volunteer leadership positions.