

**BCSA
CHILD PROTECTION CONTACT OFFICER (CPCO)
ROLE/JOB DESCRIPTION
UPDATE 2020**

The role and purpose of the CPCO was designed to strengthen and create greater liaison with & support to churches:

The role of the CPCO:

- CPCO's will be the key child protection point of contact between the church and the Director of Professional Standards (DPS)/Office of Professional Standards (OPS).
- CPCO's will have the opportunity to create greater awareness of the DPS/OPS role & responsibilities within churches.
- CPCO's will ensure that all who are identified within the BCSA Child Protection Policy attend (and maintain) the BCSA standard of training as identified in that policy.
- CPCO's will maintain a child protection certificate register.
- CPCO's will ensure that all who are identified within the BCSA Child Protection Policy undergo screening criminal history checks (WWCC's) in accordance with that policy.
- CPCO's will maintain a WWCC register.
No person is permitted to have any role with children without a current WWCC in line with state based legislation, BCSA policy and insurance conditions.
- CPCO's will ensure that all who serve in leadership and or children's/young person's ministries have access to both the BCSA Child Protection, Code of Conduct and Person of Concern (Known Offenders) Policies.
(Available on the BCSA website)
- CPCO's have unlimited access to the DPS/OPS on an ongoing basis for support and assistance in relation to any Child Protection/Professional Standards matters.
- The DPS is an unlimited "on-tap" resource and support to all CPCO's.

PLEASE NOTE:

- Components of the role can be shared and delegated to others, however the appointed CPCO will be the key contact person between the church and the DPS.
- It may be that in some churches the senior pastor undertakes the role.
- All senior pastors will be placed on the CPCO data base and receive all CPCO update/information emails.
- It is the responsibility of individual churches to advise BCSA of any changes in relation to CPCO's and their contact details.

- In the absence of a CPCO the role automatically defaults to the senior pastor.