



Version	Date	Author	Changes
1.0	13 <sup>th</sup> June 2024	CEO/HPC	New version

### Responsibilities:

- Serve as a designated point of contact for Rowing Ireland HP carded athletes in case of any general welfare concerns.
- Direction should take place to a doctor and psychologist if that was what matters pertain to
- The person should provide confidential guidance to athletes who may not feel comfortable approaching the High-Performance Director, CEO, or other personnel.
- They should act as an advocate for athletes, ensuring their voices are heard and their needs are addressed within the organisation.
- They should have the ability to maintain confidentiality and handle sensitive information with discretion.
- They should display empathy and have a supportive demeanour.

### Process

1. **Initial Contact:** Athletes can reach out to the designated person via phone, email, or in person to discuss their concerns confidentially.
2. **Confidential Support:** The designated person provides a safe and non-judgmental environment for athletes to express their concerns. They listen attentively to the athlete's perspective without interruption, ensuring that the athlete feels heard and understood and keeps matters confidential.
3. **Assessment and Guidance:** After understanding the nature of the issue, the designated person offers appropriate support and guidance tailored to the athlete's needs. This may include providing resources, offering advice, or referring the athlete to relevant support services within or outside the organisation.
4. **Advocacy and Action:** The designated person acts as an advocate for the athlete, ensuring that their concerns are addressed within the organisation. Depending on the nature of the issue, they may facilitate communication between the athlete and relevant parties or advocate on behalf of the athlete to ensure their voice is heard and their needs are met.
5. **Confidentiality and Impartiality:** Throughout the process, the designated person maintains strict confidentiality and impartiality. They do not disclose any information shared by the athlete without their explicit consent and ensure that all interactions are conducted in a fair and unbiased manner.

6. **Follow-up and Support-:** The designated person continues to provide support to the athlete as needed, checking in regularly to monitor progress and ensure that the issue is resolved satisfactorily. They remain available to the athlete for ongoing support and assistance.

Note: This role is designed to provide an additional avenue of support for athletes and complements existing channels of communication within Rowing Ireland. The designated person is not responsible for any medical or psychological issues and any of these issued should be referred to the professionals provided for under the Sport Ireland service providers. Anything discussed with the DP needs to be of a whole confidential nature unless permission is given to discuss and resolve a situation which may arise

In the case of a selection appeal the athletes should follow this procedure as laid out in the appeals policy ([Selection-Appeals-Policy-Update.pdf \(rowingireland.ie\)](#))

Other useful links on Rowing Ireland High-Performance selection policies and appeals can be found here: [Rowing Ireland High-Performance Selection and Appeals Policies – Rowing Ireland](#)