



District Youth Protection Manager job description

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:

- To communicate the basics of the Youth Protection Guidelines within his/her respective district.
- To help clubs understand their responsibilities in youth protection.
- To be a connection between Kiwanis International and the Kiwanis district/Key Club district on issues of youth protection.

Duties:

1. Learn and understand the contents of the Youth Protection Guidelines and serve as a resource for the clubs. Provide answers to basic questions and instruct the clubs as to how to utilize the materials provided.
2. Ensure Kiwanis district staff and leadership receive annual training on the Youth Protection Guidelines.
3. Provide information and training for the SLP advisors or club SLP chairman.
4. Submit youth protection articles for the district bulletin.
5. 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, Kiwanis Mid-Year Conference, etc.
6. Regularly communicate with Kiwanis International regarding club activities and issues that arise.
7. Seek to keep up to date on trends impacting youth protection.

Qualifications:

- A background in youth training, education or law enforcement is ideal.
- Active Kiwanis member in good standing.
- Ability to speak in public and conduct workshops and training sessions.
- It is strongly encouraged that the individual appointed to this position serves a minimum of a three-year term.