

Member Protection Information Officers Course

**Wednesday
9am-3pm
12 March**

Department of Sport and
Recreation,
246 Vincent St,
Leederville

The Department of Sport and Recreation invites members of sporting and recreation organisations to register for the Member Protection Information Officer (MPIO) course.

MPIO training is a course specifically for people who wish to be a Member Protection Information Officer (MPIO) for their state sport association or club.

Registrations close at 5pm
by **Thursday, 6 March 2014**

Cost - \$60

RSVP to
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Member Protection Information Officers Course

MPIOs

1. Are trained to be the first point of contact for any person considering making a complaint under the sport's Member Protection Policy, particularly in relation to complaints about harassment, discrimination, bullying and abuse.
2. Provide confidential, impartial and timely information and support.
3. Act as a sounding board and provide information about the local complaint resolution options available to address the person's concerns.
4. Are not advocates but they may elect to accompany complainants, if requested, to talk with someone else.

Benefits of being an MPIO

- You will be making a key contribution to creating and maintaining a positive culture in your sport.
- You will have an opportunity to be part of a local network of MPIOs who are offered networking opportunities throughout the year.
- You will have an opportunity to be part of a national network of MPIOs who have access to information and resources that will help you in your role.
- You will receive a regular Play by the Rules e-Bulletin which gives you all the latest news and activity around fair, safe and inclusive sport.
- You will have access to further opportunities to develop professional skills and knowledge in the area of Member Protection.
- You will receive a certificate of recognition.

Who should attend?

State sport and recreation associations and clubs are invited to nominate persons from within their organisation to attend.

MPIO training

This updated MPIO course comprises of two stages: an online prerequisite and then a face-to-face workshop.

FIRST STAGE OF THE COURSE

Online prerequisite

Prior to attending the face-to-face workshop, participants must complete the online modules. The online component takes approximately 4 hours to complete and covers:

- The MPIO role
- Complaint resolution procedures
- Member protection and the law
- Child protection
- Harassment and discrimination
- Ethical and practical considerations.

You can access the online modules by logging on or registering as a new user at the Australian Sports Commission Learning Portal <https://learning.ausport.gov.au>

Please note, you can and are encouraged to register for the face-to-face course prior to completing the online prerequisite, in order to secure your place.

Member Protection Information Officers Course

Instructions

- From the learning portal home page click on the 'courses' tab.
- Find course titled 'Member Protection Information Officer training' and click on the option 'enrol now'.
- Complete registration page.
- You will be sent a password by email to enable you to log on.
- Log on and complete your enrolment in the course. Work through the modules in order.
- Log off when you have finished.
- You will receive a certificate for each module you complete.

You don't have to complete the whole package in one sitting as the system will save your work when you log off.

SECOND STAGE OF THE COURSE

Attend a face-to-face workshop on 12 March from 9am-3pm at Department of Sport and Recreation, 246 Vincent Street, Leederville.

This face-to-face component will focus on the key skills required to be an MPIO. The workshop includes:

- Listening and responding effectively
- Conflict of interest
- Practical strategies for undertaking the role

- Communication and promotion of the role
- The opportunity to practice being an MPIO
- Information on resources available
- Participants will also have the opportunity to register on the national database of MPIOs and receive a certificate of recognition as an MPIO
- Ongoing information and updates in your role.

Cost

\$60 to attend the face-to-face course. See payment sheet on the next page.

What to bring

You should obtain and bring with you:

- A copy of your organisation's Harassment Free Sport or Member Protection Policy.
- A copy of your organisation's Child Protection Policy (if not included in the above).
- Your certificates demonstrating completion of the online components.

Member Protection Information Officers Course

Please note:

You are encouraged and able to register for the course before completing the online training.

Participant Details

FIRST NAME	SURNAME
ORGANISATION	POSITION
ADDRESS	
SUBURB	POSTCODE
TELEPHONE	FAX
MOBILE	EMAIL

Please book your attendance as soon as possible as numbers are limited.

Payment Options

ENCLOSED IS MY CHEQUE/MONEY ORDER FOR \$ _____ (CHEQUES PAYABLE TO 'DEPARTMENT OF SPORT AND RECREATION')

PLEASE CHARGE MY CREDIT CARD FOR \$ _____ VISA MASTERCARD

■■■■■ - ■■■■■ - ■■■■■ - ■■■■■ EXPIRY DATE ■■■ / ■■■

CARDHOLDER'S NAME _____ SIGNATURE _____

PLEASE TICK IF YOU REQUIRE A TAX INVOICE (RECEIPT)

TAX INVOICE TO BE MADE OUT TO _____

PLEASE POST TO _____

Registrations and enquiries

Registrations are essential.

Registrations close at 5pm 6 March 2014

To register or for more information please contact:

Thomas Nicol

Graduate Project Officer

Department of Sport and Recreation

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Department of
Sport and Recreation

Building stronger, healthier, happier
and safer communities.

