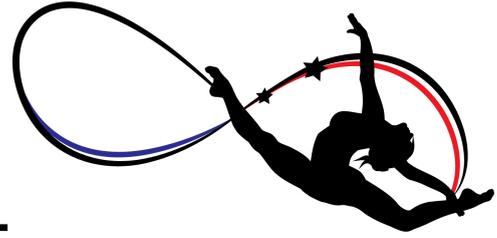


GYMFINITY INTERNATIONAL



Safety & Risk Officer

Location: Kaiserslautern, Germany

Employment Type: Mini-Job

Department: Internal Operations

Reports to: Gym Director

Position Overview

We are seeking a **Safety & Risk Officer** to support the safe operation of our facility, programs, and events. This role focuses on ensuring that training environments, equipment, and operational procedures meet high safety standards for athletes, coaches, staff, and visitors.

The Safety & Risk Officer will work closely with gym leadership to identify potential risks, maintain safety documentation, and manage insurance-related requirements and reporting, including compliance and communication with the VBG (Verwaltungs-Berufsgenossenschaft).

The position is a German Mini-Job and requires up to 10 hours per week with flexible working hours.

Key Responsibilities

FACILITY & EQUIPMENT SAFETY

- Conduct periodic safety checks of gymnastics equipment and training areas
- Help ensure apparatus and training equipment are maintained and used according to safety standards
- Identify potential hazards and recommend corrective actions

INCIDENT REPORTING & DOCUMENTATION

- Maintain records of safety inspections, incidents, and near-miss reports
- Support documentation and follow-up procedures after injuries or accidents

- Maintain organized safety and risk documentation for the organization

INSURANCE & VBG COORDINATION

- Manage reporting related to insurance claims
- Assist with preparation and documentation for facility safety inspections and regulatory reviews.
- Support communication and documentation required by the VBG (Verwaltungs-Berufsgenossenschaft)
- Help ensure compliance with workplace and sports safety reporting requirements, including managing the safety component during scheduled safety board meetings

COMPLIANCE & SAFETY CULTURE

- Assist in ensuring appropriate safety procedures for training sessions, camps, competitions, and other events
 - Support the development, improvement, and training of internal safety procedures, including ensuring staff complete required safety trainings
 - Promote a strong culture of safety for athletes, families, staff, and visitors
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Qualifications

- Strong communication skills in both English and German
 - Strong organizational skills and attention to detail, particularly when working with documentation and reporting requirements
 - Comfortable managing administrative and compliance documentation, including insurance forms and incident reports
 - Interest or background in sports safety, risk management, sports administration, or facility safety
 - Familiarity with German workplace safety standards, with knowledge of VBG guidelines preferred
 - Ability to identify potential safety risks and recommend practical solutions
 - Experience with gymnastics, sports facilities, or youth sports programs is preferred
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Compensation & Work Schedule

This position is offered as a mini-job (up to 10 hours per week) and is compensated at the current German minimum wage in accordance with mini-job regulations.

This role provides the opportunity to take on a meaningful leadership function in athlete safety and facility risk management within an international sports organization. The position offers valuable experience in sports safety, compliance, and risk management, making it well-suited for individuals interested in careers in sport administration, facility management, or organizational leadership.

The schedule is self-managed, flexible, and designed to work alongside studies or other professional commitments, with the ability to coordinate hours around operational needs.

Work Authorization

Gymfinity International is a German company (GmbH). Applicants must have legal authorization to work in Germany, such as EU citizenship, EU residency rights, SOFA status, or a valid German work visa. EU citizens and individuals with SOFA status do not require a separate work visa. Applicants with other citizenship statuses must secure appropriate work authorization prior to employment.

Apply

Interested candidates should fill out our [General Application](#) and attach a **short CV and introduction**.