

Data Protection Officer (DPO) Role Description

The Data protection officer is responsible for overseeing data protection strategy and implementation to ensure compliance with GDPR requirements.

The DPO is independent, and reports to the highest level of management (Trustees & leadership)

The church leadership and trustees undertake to take account of the DPO's advice and the information they provide on our data protection obligations.

Responsibilities include -

- Monitoring and demonstrating compliance with the GDPR, other data protection laws, and data protection policies. Conduct audits to ensure such compliance and address potential issues proactively
- To act as a contact point for data subjects and the supervisory authority.
- To have due regard to the risk associated with processing operations, and take into account the nature, scope, context and purposes of data processing
- Educate the church, employees and volunteers on important compliance requirements: Awareness-raising, training.
- Maintain comprehensive records of all data processing activities conducted by the church, including the purpose of all processing activities, which must be made public on request
- Interfacing with data subjects to inform them about how their data is being used, their rights to have their personal data erased, and what measures the church has put in place to protect their personal information