

Person Specification Assistant Diocesan Safeguarding Adviser

Attributes	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> • Degree level or above. • Relevant professional qualification or equivalent (for example, social care or criminal justice), with current professional registration where applicable. 	<ul style="list-style-type: none"> • The equivalent of level 3 or above training accreditation in child or adult protection with ability to demonstrate transferrable knowledge across the client groups.
Knowledge and Experience	<ul style="list-style-type: none"> • Extensive experience of safeguarding of children and adults; • Experience of undertaking work at a strategic level of contributing to policy and practice development and implementation; • Experience of working on and managing cases involving the statutory response to the protection of children/adults; • Experience of applying policies, procedures and good practice in relation to the safeguarding and protection of children/adults; • Experience of undertaking statutory case and /or management reviews; • Experience of undertaking statutory risk assessments; • Management experience in providing supervision to staff in managing and co-ordinating safeguarding of children and/or adults; • Detailed knowledge of and experience of applying safeguarding legislation, guidance and best practice; 	<ul style="list-style-type: none"> • Some understanding of Church of England structures and experience of working with the Church or other faith groups in respect of safeguarding children and/or vulnerable adults. • Experience of working with volunteers.

	<ul style="list-style-type: none"> • In-depth knowledge of the statutory framework in relation to safeguarding children and adults; • Practitioner/manager experience of working with victims or survivors of abuse, including adults with mental health issues; • Experience of working with a range of statutory and non-statutory organisations in managing or contributing to safeguarding, including managing allegations against people in positions of trust and the management of those who may pose a risk. • Experience of communications and external stakeholder management on safeguarding issues with policy-makers, media and other external stakeholders at local and/or national level in a context of public scrutiny; and • Experience of designing, leading and/or contributing to case review processes and identifying and disseminating lessons to be learnt e.g. Serious Case Reviews, Domestic Homicide Reviews, Serious Untoward Incident Reviews or Significant Incident Learning Processes, MAPPA reviews etc. 	
<p>Skills and abilities</p>	<ul style="list-style-type: none"> • Understanding of the broader safeguarding field including its social and political context. • Strong verbal communications skills and ability to produce clear written records and reports; • Ability to work sensitively with survivors, those who are subject to allegations and/or those that may pose a risk; • Ability to manage and analyse complex and sensitive information and assess risk; • Ability to work collaboratively with a range of stakeholders to influence improvements to practice; • Demonstrable ability to be part of and contribute to a wider team as part of a large national institution and to work collegially with specialist and non-specialist colleagues; and 	

	<ul style="list-style-type: none"> • Ability to deliver or contribute directly to the delivery of safeguarding training to safeguarding professionals as well as other stakeholders. 	
Personal Qualities	<ul style="list-style-type: none"> • Confidence to work with senior people at a national level, including senior church leaders, external safeguarding experts and other stakeholders; • A proven ability to develop and sustain relationships at all levels both inside and outside the Church; • A proven ability to maintain the highest standards of confidentiality and work sensitively with those affected by safeguarding issues; and • In sympathy with the aims of the Church of England. • An ability to work under pressure. • An encouraging team player. • Flexibility. 	<ul style="list-style-type: none"> • Evidence of continued learning
General	<ul style="list-style-type: none"> • Full driving licence and access to a car. 	

April 2021