

DESIGNATED LEAD OFFICER - CHILD AND ADULT SAFEGUARDING

Reference No.	A4969	Type	Individual
Service	Various		
Job Family	Care 8	Grade	FC9

Purpose

The post holder will support the implementation of the learning and development and quality assurance functions across the Council/Health and Social Care Partnership (HSCP) relating to child protection and adult protection procedures and allegations against staff relating to current or historic abuse.

The post holder will act as a single point of contact for all allegations made against staff, in relation to safeguarding and harm and for practice concerns; linking in with the Whistleblowing policy soon to be approved.

The post holder will also act as a nominated "Council" rights officer to ensure individual children and/or adults, who come forward with allegations of harm are supported, independent to services. The officer will also be a central link to capture data on all children 'missing' from care, education services and home.

The post holder will contribute to the development of strategy and policy formulation in relation to safer recruitment and employment and contribute to overall strategy and policy for the "Council".

The post holder will ensure the service is effective, adapts to change and delivers good outcomes for children, young people and adults. They will have responsibility for setting and managing targets and performance objectives for this area of work

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
<p>Contribute to the development of a high-quality professional service, achieving objectives within the “Council” and service improvement plans in terms of protection, performance, people and partnerships, promotion of equal opportunities, rights, culture and diversity.</p>	<p>Educated to SCQF level 9, which includes a Degree or equivalent SW professional qualification.</p> <p>Social Work professional qualification, with relevant registration.</p> <p>Knowledge of national objectives, policy drivers, procedures, professional practice models, values and standards.</p> <p>Experience of multi-disciplinary working and liaison with a range of agencies, specifically within the wider public protection context.</p> <p>Knowledge of research within the public protection arena and experience applied practice.</p> <p>Knowledge and understanding of national and local stakeholder objectives</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
<p>Contribute to the development of high quality single and multi-agency audit and improvement activities across the Council/HSCP in relation to allegations against Council staff of child/adult protection and harm, the development of whistleblowing policy to promote best/safe practice across services and the wider analysis of safeguarding and vulnerability issues, such as data around missing children/young people and data mapping children/young people through to adulthood.</p> <p>Be responsible for collecting data and management information, ensuring validation processes are sound and systems maintained to ensure accurate and up to date information is available. Use business reports and QA systems proactively to manage performance, deficiencies or risks.</p>	<p>Experience of being involved in audit and/or inspection activities.</p> <p>Direct practice experience within adult and child protection</p>	<p>✓</p> <p>✓</p>	<p>✓</p>

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<p>Assist in the development of a comprehensive, efficient and effective approach to the management of information in relation to statistical analysis and evaluation and professional learning across the “Council” and HSCP in relation to allegations of harm against Council staff and the wider safeguarding, public protection and best practice agendas.</p> <p>Use business reports and quality assurance processes to proactively manage performance, deficiencies or risks.</p>	<p>Ability to interpret data and analyse information</p> <p>Experience of multi-disciplinary working and liaison with a range of agencies</p> <p>Knowledge and understanding of stakeholder objectives</p> <p>Ability to communicate with a wide range of people in a range of formats, both in writing and verbally.</p> <p>The ability to write coherent, comprehensive and accurate reports.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
<p>Promote the interests of service users and carers in terms of rights, opportunities, culture and diversity.</p>	<p>Experience of engaging with others from a range of backgrounds</p>	<p>✓</p>	
<p>Ensure the “Council” is informed of all new developments including changes in legislation and government policies, research evidence and best practice relevant to this area of work.</p> <p>Brief multi-agency audiences on national developments, guidance, legislation and practice developments relating to safer recruitment and employment, child protection and safeguarding children.</p>	<p>Experience and ability to demonstrate capacity to operate at senior level, in complex areas, providing an expert professional service</p> <p>Knowledge of professional practice models and standards</p>	<p>✓</p> <p>✓</p>	
<p>Contribute to “Council” wide and Service improvements.</p>			
<p>Chair complex meetings with multi-agencies relating to allegations about people who work with children, young people and adults in the Council.</p>			
<p>Respond to identified needs for training, developing and delivering training and presentations.</p>			
<p>Undertaking all other duties as required for the role. Duties will be in line with the grade.</p>			

Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:			
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Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required			
Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.			
Additional Information – the following information is available:	Expected Behaviours		
<ul style="list-style-type: none"> • Skills Framework (if applicable) • How we work matters 	<p>Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.</p> <p>Please refer to How We Work Matters Guidance to learn more.</p>		