

**Secondment Opportunity**

**Resilience and Safeguarding Development Officer**

**Circa £28,000 to £32,000 (a higher graded person may be considered dependent on experience)**

**Full time until 31 March 2020**

**Job Profile**

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| **OVERALL PURPOSE OF THE JOB** |
| To contribute to the implementation and ongoing development and review of the Children’s MARS arrangements for helping and protecting children. |
| To contribute to delivering a focussed, co-ordinated response, innovate system change, deliver efficiencies and drive up multi agency practice. |
| **MAIN RESPONSIBILITIES** |
| Contribute to the development and implementation of Children’s MARS arrangements |
| Link with a safeguarding partner organisation and lead on developing practice and new ways of working |
| Act as strategic link to other board arrangements and underpinning planning regimes |
| Review and develop statutory guidance, policies, procedures, strategy and other key documents |
| Contribute to the co-ordination of the child death review process including support for the child death overview panel |
| Develop and facilitate the training programme |
| Lead on engaging and collaborating with children, young people and families |
| Lead on communications and engagement activity |
| Facilitate performance, data and needs analysis to inform the arrangements and measure impact |
| Contribute to the scrutiny and assurance process including through direct contact with front line practitioners and case audits |
| Meet expectations of other funding partners and the delivery of expectations in terms of training, support and guidance |
| **KNOWLEDGE SKILLS AND EXPERIENCE** |
| Experience of working in partnership across the safeguarding system |
| Experience of communicating and engaging, with partners and/or children, young people and families, using a range of mechanisms |
| Experience of or ability to develop and write key documents (strategies, planning documents, policies, procedures, reports) |
| Experience of or ability to contribute to boards, partnerships and/or other governance arrangements |
| Experience of or ability to co-ordinate and/or facilitate training |
| Experience of or ability to collate performance, data and intelligence to measure impact |
| Experience of or ability to quality assurance and/or audit |
| Understanding/awareness of relevant legislation and guidance |
| Understanding/awareness of relevant inspection frameworks |
| Skills in report writing and presentation of information |
| Communication, engagement and negotiation skills |
| Analytical skills |
| Administration, organisational and prioritisation skills |
| **CREATIVITY AND INNOVATION** |
| To listen and respond to local need and areas of priority |
| To seek out innovative ways of communicating and engaging with children, young people families, safeguarding partners organisations and other organisations and agencies |
| The ability to navigate safeguarding partner organisations and other organisations and agencies and open new doors |
| The ability to develop systems and processes to implement the local arrangements and take correction action as appropriate |
| To develop and innovate through producing guidance and key documents to enhance multi-agency practice |
| The ability to respond quickly, work flexibly and meet deadlines in a changing environment |