

Safeguarding Lead: Job Description

Title: Safeguarding Lead
Line Manager: Regional Minister: Strategy and Transition

Hours: 8hrs/week delivered flexibly

Salary: £5250 (actual salary)

Role Purpose: to enable local designated safeguarding persons to ensure good safeguarding practice in their church and pioneer missional activities across the NBA churches.

Key Task and Responsibilities:

* Provide a first point of contact for advice with the local designated safeguarding person when a safeguarding issue arises in a member church, whether child protection or adult at risk.
* Offer advice and guidance on the application of the Baptist Union’s safeguarding policy (adopted by local churches) and local procedures at church level, including the involvement of statutory authorities as appropriate.
* Undertaking DBS checks as an approved DBS Verifier & maintain database
* Offer on-going support to churches managing a safeguarding issue.
* Oversee and manage safeguarding training programme for member churches, using the Baptist Union’s ’Excellence in Safeguarding’ training programme and materials.
* Support church leaders and trustees when good safeguarding practice is not in place in their church to enable them to improve.
* Assist churches in updating and approving their safeguarding policies and procedures in line with Baptist Together Templates.
* Work collaboratively with the Baptist Union National Safeguarding Team to support churches with complex safeguarding matters.
* Promote excellence in safeguarding amongst Association colleagues and member churches.
* Work collaboratively with other Association Safeguarding Leads as part of the Baptist National Safeguarding Contacts Group and contribute to the development, implementation and review of safeguarding policies, procedures and projects at a national level.
* This post will involve remote working (working from Home) and where required travel across the NBA

**Person Specification**:

* Someone with a clear appreciation of current Safeguarding practices and a commitment to see these maintained as an expression of Christian witness and care. It is highly desirable for the appointee to have a relevant professional qualification in safeguarding.
* Someone with significant experience of safeguarding casework
* Someone with proven knowledge and experience of providing Safeguarding support in a church-based or equivalent environment.
* Someone who is confident in using relevant I.T. systems including word processing, email

management, online engagement and video conferencing.

* A good communicator who is able to engage with larger meetings as well as support individuals in applying relevant policies in what might sometimes be distressing circumstances.
* Someone with the flexibility to be able to respond reasonably quickly to initial enquiries and to travel, when required, within their agreed area of geographic responsibility. (This may also include occasional deputising for colleagues in other areas)
* Someone who works well in a team, is able to delegate, seek help, support others and be

accountable within that context.

* Someone who is able to work independently, at their own initiative and recognises the importance of offering the highest standards of support and diligence in this area.
* Someone who sees this as an expression of their Christian vocation and calling.

Appraisal / Review: Annually with the Line Manager and an NBA trustee