



Job Description

Job title:	Safeguarding Lead
Responsible to	Director of Programmes
Salary	£43,000 (Grade 4)
Type of Contract	Permanent
Hours of work	5 days per week
Location	Hybrid (3 days per week in Croydon office)

This post is open to female applicants only as being female is deemed to be a genuine occupational requirement under Schedule 9, Paragraph 1 of the Equality Act 2010.

About Us

As a registered charity we are a specialist provider for victims of sexual violence across twelve South London Boroughs. Our services and programmes are available in person at our female only Croydon centre or through six additional satellite locations, as well as remote sessions across 12 South London Boroughs, working with adults as well as children and young people.

Our programmes comprise of: Counselling. Group therapy. Play therapy. Self Esteem Workshops. Training and Consultancy for professionals on the impacts of sexual violence. Prevention and education workshops with young people. Advocacy support & information for survivors going through the Criminal Justice System. Outreach for survivors for who face additional marginalisation. or additional barriers to accessing support, and ISVA Services.

In 2021, we became a partner for the delivery of the Rape Crisis England & Wales 24/7 Rape and Sexual Abuse Support Line, alongside Lincolnshire Rape Crisis & Sexual Abuse Services and ARCH Teesside. We are a member of Rape Crisis England & Wales.

Our services are in response to the needs of survivors and the disproportionate nature of sexual violence committed by men against women and girls. We believe sexual violence to be both a cause and a consequence of gender inequality and are committed to a feminist, empowering model of working.

Job Purpose

We are seeking an experienced and dedicated Safeguarding Lead to oversee and strengthen our safeguarding practices across our services. This role is ideal for a passionate professional who wants to play a vital role in safeguarding our service users, staff, volunteers, and partners.

This new role will ensure the charity meets its organisational, national, and local requirements and responsibilities in the safeguarding of all service users (including parents and guardians), staff, volunteers, and partners of RCSL programmes. You will work closely



with other specialists, named and designated professionals, and lead on all activity required to ensure that the areas of responsibility meet their safeguarding responsibilities.

Key Responsibilities

- **Leading Safeguarding Initiatives:** Take the lead in developing and implementing safeguarding policies and procedures, ensuring compliance with legislation and best practice standards.
- **Developing a Culture of Safeguarding:** Support the implementation of the policies and procedures that promote a culture of safeguarding, shared learning and continuous improvement across the organisation.
- **Incident Reporting and Management:** Oversee incident reporting and manage safeguarding concerns, working collaboratively with operational services to ensure an appropriate, best practice response.
- **Safeguarding Leadership:** Be the Organisation's Designated Safeguarding Lead, providing leadership and guidance on all safeguarding matters.
- **Staff Support and Development:** Support and advise managers and staff on safeguarding matters, helping them to identify and report concerns appropriately. Ensure appropriate staff training and induction processes are in place in respect of safeguarding.
- **Record Keeping:** Maintain accurate and confidential records of safeguarding incidents and actions taken.
- **Collaboration and Liaison:** Liaise with external agencies, such as local authorities, funders, partners, and accredited bodies to ensure effective safeguarding practices are current.

Experience, Knowledge and Attributes

Essential

- Significant senior experience of safeguarding in an organisation focused on programme delivery including a helpline – both for adults and children and young people.
- Experience of delivering, disseminating and implementing safeguarding policies and procedures.
- Experience of working with volunteers as well as employees.
- Experience of leading on investigations to ensure learning and improvements from any concerns raised or incidents which have occurred.
- Ability to report to the SLT and board on incidents.
- Experience of handling sensitive information and ensuring confidentiality.
- Ability to identify trends in information and specific and generic training needs for staff and volunteers.



- Strong interpersonal and influencing skills to ensure trusted working relationships with colleagues.
- Strong verbal and written skills with the ability to communicate effectively with all levels within an organisation including the board.
- Experience of organising your own workload and managing competing priorities.
- Commitment to the mission and values of the organisation.
- Demonstrable commitment to ensuring equity, diversity and inclusion across all you do.

Desired

- Understanding of Violence Against Women & Girls Sector
- Qualified to degree level (or significant relevant experience of the sector equivalent to a degree.)
- Understanding of services based on counselling and therapeutic approaches
- Understanding of health and/or education programmes

Benefits

- Annual leave entitlement is 27 days a year plus 8 bank holidays (pro rata)
- Each year we gift our staff paid time off between Christmas Eve and New Year (with staff returning first working day of January)
- NEST pension scheme; 3% employer contribution and 5% employee contribution
- Benefits package including life assurance, healthcare plan, Employee Assistance Programme, and cycle to work scheme.
- There will be a 6-month probation period for this role

Monitoring and Evaluation of the Post

The performance of the post holder will be monitored through regular supervision by the Director of Programmes. The post itself will be reviewed at three months.

Variation Clause

Rape Crisis South London reserves the right, following full and reasonable consultations with the member of staff concerned and with her trade union or other representatives, to vary, add to or alter any of the terms and conditions of employment attached to this post.

This job description will be reviewed annually and may need to be revised according to the priorities of current workload with the agreement of the Board.