CARLISLE
DIOCESE

Assistant Diocesan Safeguarding Officer

Based at Church House, Penrith, Cumbria (hybrid working available)

- *Are you an experienced safeguarding professional with a strong background in casework involving children and vulnerable adults?*
- *Would you like to use your skills to help make every church and worshipping community across Cumbria a safer place for all?*

The Diocese of Carlisle is looking for an **Assistant Diocesan Safeguarding Officer** to join our Diocesan Safeguarding Team (DST), managing safeguarding casework and developing and delivering safeguarding training across the Diocese and Carlisle Cathedral.

Key activities for this role include:

- **Manage safeguarding cases.** Triage, fact-find and manage concerns and allegations, including non-current ones. You'll work with the Police, Children's and Adult Services and Probation, and keep accurate records on MyConcern.
- **Put victims and survivors first.** Listen carefully to their accounts and make sure they get the right support.
- **Assess and manage risk.** Carry out risk assessments, then put in place and review safeguarding agreements. Coach the people who oversee those agreements, so they know their role.
- **Deliver and develop training.** Deliver Leadership safeguarding training to clergy and lay people, keep the content fresh, and measure its impact.

This is a full-time role based on a 35-hour working week (applications from candidates which to work on a part-time basis welcomed). Hybrid working is available. The role involves travel across the Diocese, along with some evening and occasional weekend work (TOIL provided), so a full driving licence and access to a car are essential.

Salary £45,048 plus 15% non-contributory pension.

Given the nature of this role, an Enhanced DBS check will be required.

Closing date for Applications: 3rd January 2027
Interviews: Church House, Penrith 14th January 2027

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For an informal chat about this role, please contact Joanna Van Lachterop by emailing safeguarding.adviser@carlislediocese.org.uk or calling 07458 016884.

Completed application forms should be returned to HumanResources@Carlislediocese.org.uk

Carlisle Diocese is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All post holders and volunteers are expected to share this commitment.