

Job Description

Director of Safeguarding	
Job Grade	B
Reports to	Chief Operating Officer
Dimensions	<ul style="list-style-type: none"> • Direct line management of defined safeguarding team • Member of Leadership Team • Budgetary responsibility
Role purpose	<ul style="list-style-type: none"> • Act as the expert organisational designated safeguarding lead (DSL) for all work covering children, young people (CYP) and adults in equal measure • Lead the development and implementation of a comprehensive, UK-wide safeguarding and protection strategy that aligns with the legislative frameworks and best practices of each nation we operate in. • Champion a positive safeguarding culture across the organisation • Facilitate open discussions about safeguarding, encouraging a culture of transparency, learning, and continuous improvement. • Agreeing and functionally leading on set organisational objectives utilising management structures to ensure best practice policies, procedures and quality assurance frameworks are embedded and reviewed with appropriate action plans
Decision-making	<ul style="list-style-type: none"> • Strategic Leadership and Compliance: Directs and oversees all safeguarding activities within the organisation, ensuring compliance with both internal and external standards and regulations. Serves as the primary expert safeguarding lead across all territories we work in, integrating best practices, policies, and quality assurance frameworks across the organisation. Leads strategic planning and operational delivery within safeguarding domains, making pivotal decisions to enhance organisational effectiveness and reputation. • Service Delivery and Quality Assurance: Ensures the development and implementation of robust safeguarding strategies, maintaining high service delivery standards. Accountable for the continuous review and enhancement of business strategies, quality assurance processes, and professional development approaches. Actively scans the horizon for future opportunities and challenges, ensuring the organisation is prepared and resilient. • People Management and Development: Leads, coaches, and motivates the safeguarding team, ensuring high levels of performance and adherence to best practices. Implements effective performance management processes, fostering a culture of continuous improvement and professional growth. Promotes equality, diversity, and inclusion throughout the team and in service delivery. • Stakeholder Engagement: Builds and maintains strong relationships with a broad network of internal and external stakeholders, influencing and advising on safeguarding matters. Ensures effective communication and collaboration across departments to achieve strategic and operational goals. • Financial and Resource Management: Assumes full responsibility for the safeguarding budget, ensuring resources are allocated effectively to meet business objectives. Oversees financial planning, target setting, and income generation within the safeguarding function, delivering comprehensive reports to the Leadership Team and Board. • Commercial Awareness and Innovation: Identifies and capitalises on opportunities for business growth and innovation in the field of safeguarding. Supports national strategy development and contributes to tendering processes, business case development, and implementation initiatives, expanding the organisation's impact and reach. • Expertise and Representation: Recognised as a subject matter expert in CYP and adult safeguarding and protection, offering guidance across the organisation in relation to all territories we operate in. Ensures high standards of communication and presentation, representing the organisation at a senior level and contributing to our strategic direction and operational success.

Principal Accountabilities

<p>Delivery</p>	<ul style="list-style-type: none"> • Spearhead safeguarding strategy in harmony with VoiceAbility's strategic goals and legal mandates. • Develop and review safeguarding policies and procedures to ensure they are current, compliant with legal requirements, and effectively address the needs of children and adults at risk across our territories. • Review and ensure effective action is taken regarding complex safeguarding issues with swift and decisive instruction, including over referrals to external agencies. • Identify and guide the organisation's training & development needs in safeguarding, developing and quality assuring appropriate programmes for all staff and volunteers. • Allocate resources for safeguarding initiatives, such as training, policy development, and case management. • Develop and implement a safeguarding competency framework that covers all facets of the field. • Serve as the primary reviewer for safeguarding concerns, handling them according to legal and organisational policy and best practice. • Offer expert advice to coach, support and review teams with safeguarding issues, particularly in complex situations. • Develop and maintain a system for monitoring and reporting on safeguarding, with prompt communication to the leadership team, Safeguarding Governance Committee, Board, and relevant internal & external entities, check and challenge where necessary with the full authority and accountability of the role • Maintain compliance with all applicable safeguarding legislation, standards, and best practices in the areas that we deliver across. • Cultivate and sustain strong relationships with safeguarding agencies and partners for effective collaboration and to maintain best practice. • Act as the organisation's representative at safeguarding meetings and forums etc. • Form and maintain partnerships to improve safeguarding practices and the organisational response. • Evaluate and decide on necessary changes to strengthen the safeguarding culture, incorporating feedback and staff engagement. • Establish and review the reporting and compliance processes for safeguarding, ensuring accuracy and timeliness. • Proactively horizon scan for future safeguarding opportunities and challenges and lead contingency planning. • Provide leadership and accountability for the advancement of safeguarding best practices. • Collaborate broadly across agencies and adapt child protection systems to address risks in diverse social environments as part of a contextual safeguarding approach, ensuring the safety and wellbeing of young people. • Implement the key principles of all legislation and frameworks, including prioritising child welfare, promoting inter-agency collaboration, and adopting a child-centred approach in all safeguarding activities.
<p>People</p>	<ul style="list-style-type: none"> • Accountable for developing, coaching, and motivating own teams • Accountable for holding reports to account for delivery and standards of function by utilising robust performance management to ensure cycles of continuous improvement • Ensuring own team staff development is embedded through clear objective setting, regular supervision, and appraisals in line with performance management frameworks and best practice management • To take appropriate action where individual performance regarding quality of delivery falls below standards • Accountable in ensuring reports understand and embed equality and diversity good practice in the employee and service delivery lifecycle • Ensuring that the organisation's Health and Safety policy and process is implemented • Ensuring systems are in place, risk assessed and fit for purpose to ensure the safety, safeguarding and wellbeing of anyone working for or involved in functions • To demonstrate evidence that all reporting roles reflect and learn from own achievements and challenges as part of regular appraisals noted in personal development plans
<p>Stakeholders</p>	<ul style="list-style-type: none"> • Establish and maintain effective partnerships with external organisations, statutory bodies, and safeguarding boards/committees across the UK to share best practices and collaborate on safeguarding initiatives. • Identifies, builds, and generates momentum across a wide and complex network of relationships that are significant to the organisation's strategic or operational success

	<ul style="list-style-type: none"> ● Creation and facilitation of effective internal relationships from individual advocates, the wider safeguarding structure to the SGC and board of trustees ● Expanding relationships through others, applying effective advisory, persuasion and negotiation skills, as appropriate ● Owns function as a successful, self-directed, flexible, and tactical networker ● Ensuring reports maintain effective and productive relationships with key stakeholders by meeting all set function and strategic objectives and targets
Financial	<ul style="list-style-type: none"> ● Full accountability for function resources ● Full budget accountability for function in setting business targets, time lines, plans, and financial targets ● Income generating roles will have major functional responsibility for generating, monitoring, and increasing income. ● Generate necessary analysis and reports for the Leadership Team and Board
Business Development	<ul style="list-style-type: none"> ● Accountable for pulling together and responding to business challenges that will create future opportunities or the need for change ● Support appropriate Directors to identify national strategy and to inform policy and practice ● To work in support of Business Development on national plans for service growth and innovation and to appropriately contribute to tenders, business cases and implementation initiatives spotting new ways to deliver services through better informed contextualised safeguarding ● To actively work on identifying individuals / networks / opportunities that would provide commercial opportunities in defined territory outside of current contract areas in relation to safeguarding ● Use external expert stakeholders to better inform practice delivery and proactively horizon scan multi-sectors for future safeguarding opportunities to develop new ways of working and influence wider policy and societal change.
Personal	<ul style="list-style-type: none"> ● To be the specialist authority in own area of expertise ensuring that knowledge remains up to date and relevant in the areas that we deliver across. ● Accountable in advising others on issues and direct activities that have broad organisation-wide implications. ● Accountable for complex work involving several different factors that relate both to own function or that are likely to have cross- functional or long-term implications ● Post is called upon internally and/or by external bodies as a source of organisational expert knowledge ● High quality communication and presentation dexterity ● To accept other accountabilities and tasks commensurate with the role level including cover for peers ● Required to take account of the wider and longer-term risks and benefits of own and other people's actions, recommendations, and decisions ● To accept the accountabilities and tasks commensurate with the role level including cover for peers ● To deputise for the Chief Operating Officer as required .

This job description is designed to outline a range of main duties that may be encountered. It is not designed to be an exhaustive list of tasks and can be reasonably varied to reflect changes in the job or the organisation.

Person Spec

Experience:

- Extensive experience in senior leadership role within safeguarding in a large and complex organisation, demonstrating successful delivery of safeguarding strategies and initiatives.
- A proven track record in the development, implementation, and evaluation of CYP and Adult safeguarding policies, procedures, and training programmes, reflecting current legislation and best practices.
- Experience in managing complex safeguarding cases, including conducting risk assessments, deciding on immediate actions, and coordinating with external agencies and key stakeholders.
- Demonstrable experience in leading, managing, influencing diverse teams on safeguarding, focusing on developing a positive culture and promoting continuous professional development.

Expert knowledge at point of recruitment of expert working in one national legislation with clear ability to navigate and upskill in other national areas quickly when safeguarding and protecting children, young people and adults, e.g.:

England

- **Children Act 1989 & 2004:** Fundamental statutes for child protection, establishing the legal framework for safeguarding children in England.
- **Working Together to Safeguard Children:** Guidance on inter-agency working to safeguard and promote the welfare of children.
- **Care Act 2014:** Sets out local authorities' duties regarding adult safeguarding and promoting individual well-being.

Scotland

- **Children and Young People (Scotland) Act 2014:** Introduces measures to further the rights and welfare of children.
- **Getting it right for every child (GIRFEC):** A national approach to improving outcomes through services working together effectively.
- **Adult Support and Protection (Scotland) Act 2007:** Provides a legal framework for protecting adults who are unable to safeguard themselves, property, or rights.

Wales

- **Social Services and Well-being (Wales) Act 2014:** Provides the legal framework for improving the well-being of people who need care and support and carers who need support.
- **Wales Safeguarding Procedures:** Standardised procedures to safeguard children and adults at risk of abuse and neglect across Wales.

Northern Ireland

- **Children (Northern Ireland) Order 1995:** The primary legislation for child protection in Northern Ireland.
- **Safeguarding Vulnerable Groups (Northern Ireland) Order 2007:** Establishes a vetting and barring scheme for those working with children and vulnerable adults.
- **Adult Safeguarding: Prevention and Protection in Partnership 2015:** Sets out the policy framework for safeguarding adults at risk of harm.

UK-wide Considerations

- **Human Rights Act 1998:** Underpins the rights of all individuals and is critical for safeguarding practices.
- **Data Protection Act 2018 and UK GDPR:** Essential for managing information in safeguarding contexts, ensuring personal data is handled lawfully and with respect.

Skills:

- Exceptional leadership and strategic planning abilities, with the competency to set clear objectives, drive change, and achieve safeguarding outcomes.
- Strong analytical and problem-solving skills, capable of Resilient and adaptable, able to manage making critical decisions under pressure and advising on complex safeguarding issues.
- Excellent communication and interpersonal skills, adept at building relationships, negotiating, and influencing across all levels of the organisation and with external partners.
- The ability to train, mentor, and inspire a team, fostering an environment of learning, accountability, and continuous improvement.
- A serious current working knowledge of the wider social, psychological, and environmental factors impacting safeguarding, with the capability to apply this
- Full awareness of national safeguarding landscapes, including key agencies and their roles, and the capacity to navigate and influence within and out with this ecosystem.

Attributes:

- A profound commitment to safeguarding, protection and promoting the welfare of children and vulnerable adults, with a compassionate and empathetic approach to handling sensitive issues.
- High integrity and ethical standards, capable of managing confidential information discreetly and responsibly.
- Clear ability to challenge, support and review to maintain focus on strategic safeguarding goals.
- A proactive and innovative thinker, open to exploring new ideas and approaches to enhance safeguarding practices with an ability to maintain own cutting-edge CPD.

Additional Requirements:

- Willingness to undergo an enhanced DBS or other national equivalents where applicable
- Flexibility to respond to urgent safeguarding concerns outside of regular working hours if necessary.
- Commitment to ongoing professional development in the safeguarding domain.