

JOB DESCRIPTION & PERSON SPECIFICATION

Safeguarding Caseworker

APPLICATION DATE BY

22 May 2024



Hello and welcome!

What are we looking for?

We have an exciting opportunity available for a Caseworker to join the Safeguarding Team and be part of our work to create environments where everyone feels safe, valued and respected. The Diocese of Salisbury is a medium-sized organisation with a huge reach – with thousands of young people in our church schools, and hundreds of churches across Dorset, Wiltshire, Hampshire and Devon and the Channel Islands we support people of all ages.

You will be an integral part of the established Safeguarding Team providing support within the specific areas of:

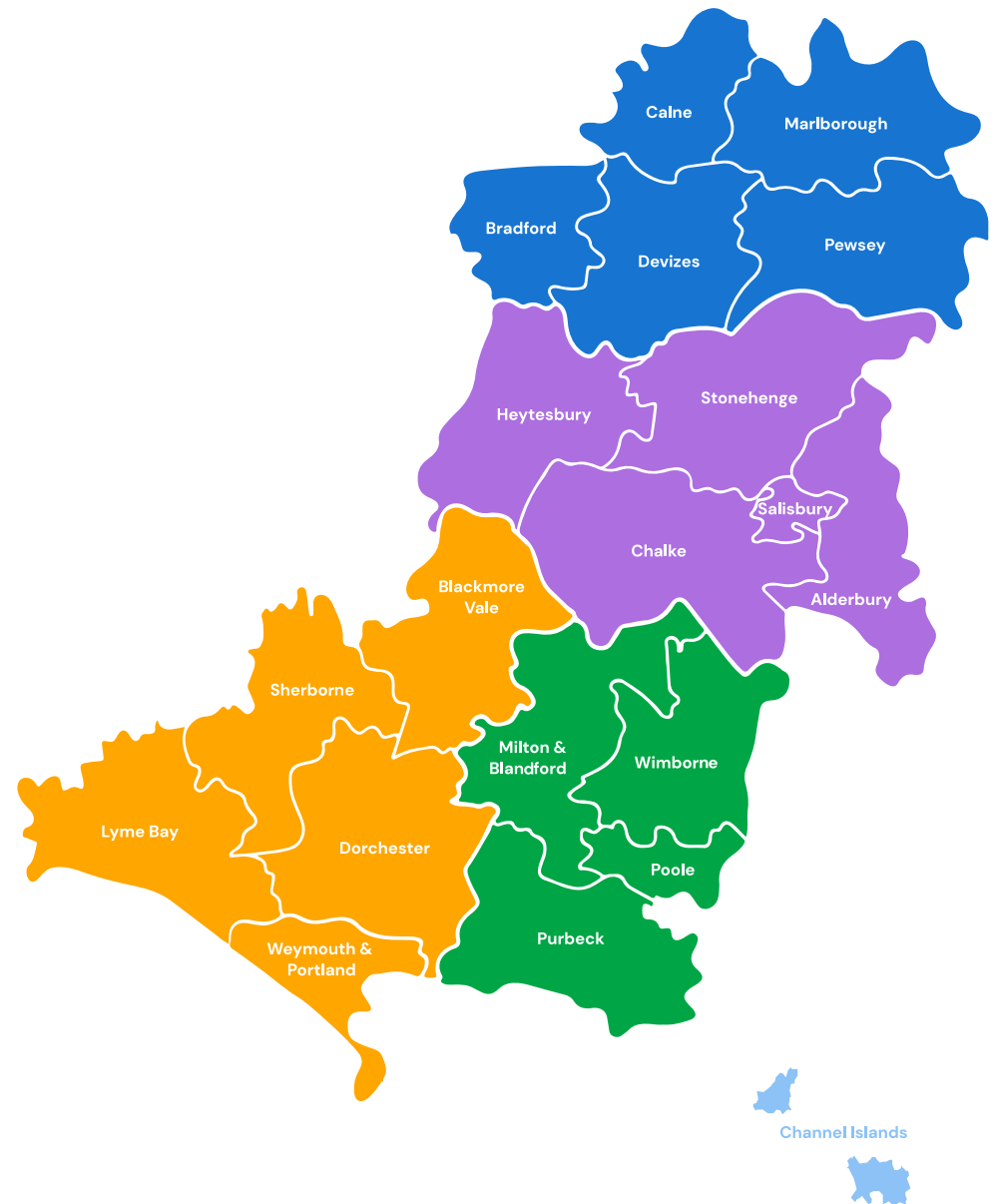
- Prevention
- Recognising, assessing, and managing risk
- Working with victims and survivors

- Learning, supervision, and support

Within our dynamic team and within the wider organisation we offer many opportunities for continuing personal and professional development. We are looking for an individual who is passionate about ensuring the highest levels of practice to help safeguard and support children, young people, Vulnerable Adults, and those who have experienced abuse, particularly within a church related context.

If this is you, we would really like to meet you.

The successful candidate will be in alignment with the vision, aims and ethos of the Church of England and your appointment will be subject to an Enhanced DBS check.



Our vision and priorities

Our vision is to make Jesus known in every place so that all might flourish and grow seeking His Kingdom, here and now.

We pledge ourselves to action through:

- Creative partnerships in local mission
- Courageous Christian leadership
- Working for justice
- Climate action
- Financing the future sustainably

As a result we will be more relevant, valued and successful; working hard to meet real needs with compassion and simplicity.



Working with us

The role

The role is offered as a full time permanent contract with a full time working pattern of 35 hours per week.

We provide a supportive workplace culture, are committed to sustainable work/life balance, and offer opportunities for flexible and remote working.

What we offer

We offer competitive and attractive compensation and benefit package.

In addition, we provide a non-contributory pension scheme of **10% pension contribution** (comprising 9.5% pension; 0.5% death in service cover); and which may rise by a further 3% if matched by a 3% contribution from the employee. Our family friendly policies create an environment where our employees are fully engaged and thriving in their responsibilities.

We offer **28 days paid annual leave**, which is inclusive of 4 days office closure during Easter and Christmas. In addition to this, we provide a robust wellbeing scheme for our employees through our employee wellbeing partners.

Job role

Safeguarding Caseworker

Hours

35 hours p/w

Duration

Permanent

Salary

Up to £36,750 (Grade 4E)

Team

Safeguarding Team

Safeguarding Caseworker job description

To support the work of the Diocesan Safeguarding Team in 'Embedding safeguarding at the heart of the church's mission as we realise our vision to be a safe space for everyone'. To support within the specific areas of Prevention; Recognising, assessing, and managing risk; Working with victims and survivors; Learning, supervision, and support.

Prevention.

- Plan, design, implement and advocate the strategic programme of initiatives.
- Promote best safeguarding practice across Salisbury Diocese based on practice guidance and policies from the statutory authorities and the Church of England.
- To foster working links with other safeguarding professionals such as those in statutory agencies, the National Safeguarding Team, other Diocese, and other faith and voluntary settings.

Recognising, Assessing and Managing Risk.

- If a safeguarding concern involves a Church Officer, to follow Church of England guidance regarding Diocesan Safeguarding Case Management Groups.
- Ensure local arrangements are in place regarding ongoing monitoring and evaluation of risk management plans, for example where former offenders have Safeguarding Agreements.

- Ensure that all work is accurately recorded on the Casework Management System.
- Work collaboratively with other agencies and such as probation to appropriately assess any known risk (for example by conducting risk assessments or advising an independent risk assessment is undertaken).

Survivors and Victims.

- Adopt and promote a trauma informed approach to working with survivors and victims and other Church Officers who may be supporting them.
- Work collaboratively with survivor support agencies such as the Diocesan commissioned ISVA service, Safe Spaces, and Sexual Abuse Referral Centres.

Personal specification

Qualifications & Training required

- Educated to degree level or extensive relevant qualifications, training, and experience.
- The equivalent of level 3 or above training accreditation in child or adult protection with ability to demonstrate transferrable knowledge across the client groups.

Behavioural Requirements/ Competencies

- Strong verbal communications skills and ability to produce clear written records and reports;
- Ability to work sensitively with survivors, those who are subject to allegations and/or those that may pose a risk;

Ability to manage and analyse complex and sensitive information and assess risk;

Ability to work collaboratively with a range of stakeholders.

Experience required

- Significant experience of working within a safeguarding role with children, young

people or adults including investigations and supporting victims and survivors

- Experience of working on and managing cases involving the statutory response to the protection of children/ adults.

[For full job description and person specification see here.](#)

Application process

As part of your application please submit the following:

Part 1 – Complete an [Application Form](#).

Part 2 – Letter no more than 500 words, telling us about yourself, your motivation for applying for the role the values and experience you will be bringing to the role.

Part 3 – A current CV

Closing date Wednesday 22 May

Shortlisting Thursday 23 May

Interview Tuesday 4 June

If you think you can make a real difference in this role and you would like to discuss your interest further through an informal conversation, or if you have any queries about the role; please contact the HR Team on hradmin@salisbury.anglican.org

To ensure the fairness of the selection process, shortlisting will be based upon the information you provide in your application and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification. A copy of our privacy policy for job applicants can be downloaded [here](#).

The successful candidate will be in alignment with the vision, aims and ethos of the Church of England.

We are committed to the safeguarding and protection of everyone within our community. Our safeguarding principles can be found [here](#).

Further details regarding the interview process will be communicated at the time shortlisted applicants are invited for interview.

If you are unfamiliar with the Church of England, Diocese of Salisbury please feel free to peruse our [website](#). You can also find out more about the team you will be working with on the website as well.

Please return applications with supporting documentation by email to:

hradmin@salisbury.anglican.org



“The Spirit of the Lord is on me, because he has anointed me to proclaim good news to the poor. He has sent me to proclaim freedom for the prisoners and recovery of sight for the blind, to set the oppressed free, to proclaim the year of the Lord’s favour.”

LUKE 4: 18 – 19

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