



JOB TITLE:	Programme Development Lead, Safeguarding Partnership		
GRADE:	G9	SERVICE AREA:	Children Services
JOB CODE:	CHI470PROGG9		
REPORTS TO:	Quality Assurance and Improvement Lead	LOCATION:	Council House
SPECIAL CONDITIONS:	Some working outside normal hours may be required. To attend occasional meetings locally, regionally and nationally.		

1. Main purpose of the job role:

Reporting to the Quality Assurance and Improvement Lead the post holder will be taking a lead on the developing and coordinating a programme of activity across key priority areas for children and adults, ensuring the partnership is effectively delivering on its core purpose:

- Provide effective and informed leadership to the local safeguarding system across adults and children agenda;
- Deliver shared responsibility for the safeguarding of children, young people and adults with care and support needs in the Borough;
- Promote positive working relationships across the partnership and children, adults and families;
- Identify and act on learning
- Provide assurance to the Walsall community

This is a critical role for the Safeguarding Partnership in ensuring it delivers its aspirations in providing effective multi-agency local safeguarding arrangements.

2. Role specific duties and accountabilities:

- To lead, develop, co-ordinate and monitor a programme of activities that will support the delivery of the Safeguarding Partnership priorities and will secure effective multi-agency safeguarding practice across adults and children.
- To develop an effective evaluation framework for each of the projects and activities so impact can be reported on effectively.
- To actively seek opportunities and lead on grant funded applications relevant to the safeguarding Partnership
- To project manage a range of initiatives and programmes associated with Safeguarding Partnership
- To lead on the marketing, communication for the safeguarding Partnership promoting information, practice tools, sharing best practice, processes and learning (including development and contribution to newsletters, website, briefings, etc)

- To ensure that a high professional standard of work is maintained and to have robust management oversight of support and intervention provided/delivered, capacity building where appropriate in all areas of professional and personal development.
- To be responsible for statutory functions, as delegated by the Head of Safeguarding Partnership.
- To consult, engage and where possible co-produce with a range of stakeholders, including children/young people and adults with care and support needs in the development and delivery of programmes and evidence-based activities.
- To support the development, implementation of the evidence-based tools for practitioners to aid effective multi-agency practice
- To work with the subgroup chairs and the business unit members in developing safeguarding partnership evidence informed programme plans.
- To support a movement for evidence-informed practice amongst the safeguarding Partnership.
- Support innovative ways of engaging the multi-agency workforce to build capability, motivation and knowledge around effective safeguarding practice across adults and children based on what works.
- To provide practical support to safeguarding partnership members and frontline practitioners, from across the statutory, community and voluntary sector, to facilitate the delivery of effective safeguarding partnership practice (across adults and children).
- To contribute to the development, coordination and delivery of a safeguarding partnership training and development plan.
- Support the coordination and implementation of key partnership events e.g. conferences

3. Corporate duties and accountabilities:

- The post holder will comply with and promote the Council's Health, Wellbeing and Safety at Work policies and ensure these are implemented effectively within their areas of responsibility.
- A priority for the Council is the protection of vulnerable people, ensuring they are able to live as independently as possible. The post-holder will promote and engage with Council's responsibility to safeguard the welfare of children, young people and adults, and protect their right to be safe from harm.
- Through personal commitment and clear action, the postholder will promote the Council's employment policies, with particular reference to diversity, equality of access and treatment in employment, service delivery and community involvement. To support/develop a working culture within these services that reflects the corporate vision.
- Ensure that the services provided aligned to the Council strategy, vision, aims, objectives, priorities and continuous improvement programme and play their part in achieving these. This includes compliance with Standing Orders, Financial Regulations, Code of Conduct and the Councils Policies and Procedures.
- This job description sets out a summary of the duties and accountabilities of the role. It is not intended to be exhaustive.

JOB TITLE: Programme Development Lead, Safeguarding Partnership	GRADE 9	
Using the Job Description consider what essential behaviours, abilities and knowledge are required by a person to perform each of the main activities and accountabilities of the job safely and effectively.	Indicate when Assessment is possible : at Application form=A interview=I both=A/I test = T	WEIGHT CODE shows relative importance Low=1 Medium =2 High=3
Behaviours:		
Professionalism - Actively seek ways to prevent over-complication or confusion of service delivery through innovation, being open to change and the removal of barriers including challenging negative behaviours.	A/I	3
Accountability - Adopt a 'can do' attitude in the work that I deliver taking accountability for my own performance and development and responsibility for my actions and decisions. I will demonstrate inclusivity and promote the values of diversity and equality.	A/I	3
Transparency - Work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or communities we serve.	A/I	3
Ethical - Aware of own impact on others through valuing openness, treating everyone with respect and listening carefully to understand the views of others in order to build trust.	A/I	3
Knowledge and Experience:		
knowledge and understanding of safeguarding legislation (related to both adults and children)	A/I	2
Experience of working within a child and / or adults multi-agency setting	A/I	3
Experience of co-production with children and / or vulnerable adults	A/I	2
Experience of developing and delivering evidence informed projects in collaboration with a wide range of stakeholders.	A/I	3
Experience of effectively evaluating the impact of project or programme delivery	I	3
Experience of dealing with Councillors, MP's, Government Departments, the public and other public bodies.	A	
Evidence of continuous professional development (where applicable)	A	
Abilities/Skills:		
Must possess excellent organisational skills and ability to work on own initiative	A/I	3
Must possess excellent communication skills both verbally and written	A/I/T	3
Ability to effectively manage multi agency projects, campaigns and programmes	A/I/T	3
Proven resilience; ability to work well through extended periods of pressure	A/I	3
Ability to develop and deliver training and briefings to a wide audience	A/I	3
The ability to communicate verbally with partners and provide advice and/or information in accurate spoken English is essential for the post.	I	3

Demonstrate experience of writing reports and analysing data that can be presented in a structured manner to a range of audiences	A/I	3
Possess excellent IT skills which must include experience of Word, Outlook, PowerPoint and Excel.	A/I	3
Demonstrate independent thinking and decision-making skills	I	2
Must be able to demonstrate experience of dealing with difficult situations and/or enquiries	A/I	3
Qualification: Specify any qualifications that are a minimum requirement, please include any equivalent qualifications that would be deemed acceptable or if this can be obtained through on the job experience.		
To have the following qualification or ability to demonstrate equivalent experience. a relevant degree level/equivalent professional qualification in Social Care/Health/Education or the voluntary sector is required or equivalent experience in safeguarding partnership work.	A	
Project management qualification or considerable project management experience.	A	
Other Essential Requirements		
An awareness of, and commitment to, equality of opportunity	I	2
Awareness of, and commitment to, confidentiality and handling data	I / T	3
Have an appreciation of basic health and safety knowledge in relation to the work environment.	I	2
Prepared by:	I Vanderheeren	Date: 15.11.2023