



Safeguarding Lead role description

Responsibilities:

- Provide safeguarding information, advice and support to staff and volunteers, ensuring that everyone knows who to contact with any concerns and how to do this;
- Develop and implement safeguarding strategy across the charity;
- Advise trustees, managers and volunteers on training needs and courses;
- Complete children's and adult's safeguarding training and safeguarding leads' training at regular intervals, passing on this information as appropriate;
- Manage safeguarding concerns, allegations or incidents reported to the organisation;
- Manage referrals to key safeguarding agencies of any incidents or allegations of abuse or harm;
- Maintain accurate and secure records;
- Keep track of concerns and outcomes following incidents;
- Play a lead role in maintaining and reviewing the organisation's Safeguarding plan and Policy;
- Lead, delegate and manage the Safeguarding team.

Useful skills and abilities:

- Experience of developing and delivering training on safeguarding and protection at all levels;
- Experience of implementing safeguarding measures for children and adults at risk of harm;
- Act with integrity and moral courage in challenging circumstances.
- Experience of developing and delivering training on safeguarding and protection at all levels.

Desirable:

- Experience of implementing safeguarding measures for children and adults at risk of harm.
- Experience of incident management and investigations.
- Experience of working with asylum seekers, refugees, displaced people or for human rights-based organisations.

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