



SWINDON
BOROUGH COUNCIL

Role Profile

Job Title: Partnership Safeguarding Development Manager	Role Profile Number: ENH120
Grade: R	Date Prepared: January 2019 Updated February 2023
Directorate/Group: Adults	Reporting to: Strategic Partnership Manager - Safeguarding
Structure Chart attached:	No

Job Purpose

- To ensure the Safeguarding Partnership has an effective performance and quality assurance system which leads to good quality and safe services for children & adults with care and support needs in Swindon
- To support the development and commissioning of the Multi-Agency Training programme so that there is a skilled and competent children's and adults workforce to support the safeguarding agenda
- To ensure stakeholder engagement and involvement becomes embedded standardised practice including the commissioning and coordination of engagement with adults with care and support needs, to support and deliver the safeguarding agenda.

Key Accountabilities

- To support the implementation of the Performance and Quality Assurance strategy and framework for the Safeguarding Partnership.
- To participate or lead quality assurance activities such as case audits, Care Act audit or support local case reviews for adults, preparing reports and action plans for the Safeguarding Partnership.
- To deliver safeguarding training as required
- To ensure quality assurance work undertaken integrates the views of vulnerable adults, children and young people, parents / carers and professionals where relevant and appropriate.
- To contribute to annual reporting on findings from performance information, audits and other quality assurance processes, including the Safeguarding Partner's Annual Report.
- To offer advice, support and challenge in areas for improvement and development.

- To support the development, commissioning and promotion of the Safeguarding Partnership learning and development offer in consultation with partner agencies
- To develop and implement new strategies, policies, procedures and services within the remit of the Safeguarding Partnership.
- To chair sub groups as appropriate
- To support the Strategic Partnership Manager – Safeguarding, in the development of new strategies and work as identified by the Safeguarding Partnerships
- To support inspections as relevant within the remit of the Safeguarding Partnership.
- Commission and coordinate engagement of stakeholders, adults and children and young people in the work of the safeguarding partnership

Supplementary Accountabilities

- To work with others to develop audit tools, action plans and reporting as appropriate.
- To monitor the delivery of identified action plans arising from audit and inspection activity.
- To contribute to plans, policies and strategy development within the safeguarding arrangements.
- To support the dissemination of key learning to the children’s and adults workforce working with partners.

Knowledge & Experience

Candidates must have substantial knowledge and experience in the following areas of business and will be required to provide evidence of this:

- Experience of working in Adult Services, or other relevant professional environment.
- Good understanding of quantitative and qualitative data analysis
- A good understanding of the journey of adults with care and support needs through professional systems.
- Experience / knowledge of partnership working.
- Good knowledge of Adult Services legislation, regulations, guidance and best practice
- Specific knowledge of statutory guidance for multi-agency safeguarding legislation for adults with care and support needs
- Good ICT skills.
- Experience of participating in audit activity within a professional environment.
- Knowledge and experience of the Inspection and Regulatory Framework for Adult Services
- Able to communicate effectively and present information clearly to a range of audiences
- Able to write clear and timely reports.
- Ability to provide constructive challenge to partner agencies to achieve best outcomes
- Evidence of commitment to listening to the views of others, including adults with care and support needs.

Qualifications

Good general education to degree or equivalent complimentary experience.

Decision Making

Demonstrable evidence of successful problem solving.

Creativity and Innovation

Working closely together, improving communication and connectivity in order to make better use of the resources, facilities, relationships and partnerships. Working in a collaborative manner with external and internal customers, community members and other bodies that interact with this role.

<u>Job Scope</u> Number and types of jobs managed: Typical tasks supervised/allocated to others <ul style="list-style-type: none">• Administrative tasks,• Management of high-risk, sensitive multi-agency information	Budget Holder Responsibility Asset Responsibility:	No None
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Contacts and Relationships

- Provide advice to colleagues, other services areas and partner agencies on legislation and policy relating to safeguarding
- Provide advice and guidance to partner organisations on safeguarding issues.
- Maintain a strong relationship with both managers and officers in the council and other partner agencies.
- Represent Swindon on regional and national forums