

Job title: Safeguarding Training Adviser

Line Manager: Safeguarding Training Coordinator

Role Purpose:

To develop and deliver effective safeguarding training materials to increase awareness and understanding of the essential safeguarding culture required across the Catholic Church in England and Wales. The role will contribute to ensuring that the voice and experience of survivors is the learning that permeates every aspect of CSSA policy, practice and culture.

Key Responsibilities:

- To ensure that survivors and victims of abuse receive respect, are listened to, are learned from, individually and collectively as wise consultees.
- To develop and deliver high quality, needs-led, training and education, to continuously develop safeguarding awareness across the Catholic Church in England and Wales.
- To translate significant safeguarding experience into compelling training delivery be able to engage and inform a wide range of audiences.
- To facilitate open and generous communication and sharing of best practice across dioceses, religious life groups and partner organisations.
- To ensure that the experience and voice of survivors is embedded in training materials, and training delivery.
- To work with the Safeguarding Training Coordinator to develop compelling development programmes and training materials aligned to safeguarding best practice
- To deliver safeguarding training and strategy for dioceses and religious life groups and those involved in any ministry to children and adults at risk.
- To deliver consistent safeguarding training for Church leaders and ensure continuous development to embed awareness and understanding of safeguarding issues and best practice
- To ensure that training materials and delivery is aligned to national standards, policy and procedures and that the content complies with contemporary legislation, statutory guidance and generally accepted best practice in the context of safeguarding
- To alert the CSSA Service Manager and/or CEO of CSSA, to any/all identified issues of risk and recommend immediate remedial steps be taken to reduce risk and improve practice.
- To make recommendations to continuously improve national standards and safeguarding policy, to ensure the CSSA remains at the forefront of implementing safeguarding best practice.
- To develop and maintain good internal and external working relationships with partner organisations and stakeholders around safeguarding including diocesan workers, religious life groups and Catholic organisations.
- To build constructive and professional relationships with stakeholders across faith communities, service providers and statutory authorities, ensuring that there is mutual understanding of roles, needs and expectations
- To maintain continuous awareness of the safeguarding legislation, policy, sector developments and quality standards to ensure that CSSA communicates changes effectively and maintains compliance across the Church
- Maintain professional knowledge and skills through continuous development.
- Any other related activities that may be required by the Safeguarding Training Coordinator, CSSA

Essential:

Competency	Criteria	Assessment
Relevant training/qualification and/or experience within an audited standards environment.	<ul style="list-style-type: none"> • Demonstrates extensive experience of using good interpersonal skills to deliver training using a range of methods. 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Demonstrates empathy and engagement with victims and survivors of abuse	<ul style="list-style-type: none"> • Demonstrates an understanding of the need to listen and learn from people's experiences 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Demonstrates significant safeguarding practice experience in relevant settings	<ul style="list-style-type: none"> • To be able to develop training materials from a professionally informed place and answer delegate questions with confidence and authority 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Conducting training needs analyses in a range of different environment and experience profiles	<ul style="list-style-type: none"> • Demonstrates a track record of collecting data in a consultative way, analysing and developing tailored training, continuously evaluating success and adjusting as necessary 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Maintains comprehensive and accurate records in a Learning Management System and interprets data to continuously improve high quality training outcomes.	<ul style="list-style-type: none"> • Demonstrates competence through relevant examples of past practice and an understanding of the relevant use of data to improve outcomes. 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Commitment to and a substantial track record producing and delivering operational safeguarding policy and practice training in a national organisation	<ul style="list-style-type: none"> • Demonstrates clear commitment and understanding of need for person centered safeguarding practice combined with a demonstrable track record 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Demonstrates a strong track record delivering training to a dispersed organisation to develop and implement effective safeguarding policy and practice	<ul style="list-style-type: none"> • Evidence of engaging with relevant organisations • Evidence of delivering effective safeguarding policy 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Demonstrates broad and deep knowledge of current and emerging safeguarding legislation, policy and practice for children and adults at risk.	<ul style="list-style-type: none"> • Broad and deep understanding of Safeguarding best practice 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Thinks and works systematically and analytically, making and delivering outcome driven training	<ul style="list-style-type: none"> • Provides examples of positive strategic and tactical outcomes with supporting evidence 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Demonstrates a track record of working within and contributing to collaborative, outcome focused teams.	<ul style="list-style-type: none"> • Provides examples 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Demonstrates a collaborative relationship building style with colleagues and stakeholders	<ul style="list-style-type: none"> • Provides examples 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Summarises and communicates information effectively	<ul style="list-style-type: none"> • Provides examples 	<ul style="list-style-type: none"> • Covering letter • CV • Interview
Self-motivated and able to prioritise work to achieve deadlines without compromising quality	<ul style="list-style-type: none"> • Provides examples 	<ul style="list-style-type: none"> • Covering letter • CV • Interview

