

Role Profile

Job Title	Chair of Diocesan and Cathedral Safeguarding Advisory Group
Contract Type	Contractor Agreement
Fee	£325 per day
Hours	Annualised – circa 8 days per annum

Job Purpose

The Independent Chair of the Diocesan and Cathedral Safeguarding Advisory Panel (DCSAP) will lead the panel in ensuring that the Diocese has robust and effective safeguarding arrangements. They will offer independent oversight, advice, and challenge to the Diocese of Canterbury and Canterbury Cathedral regarding safeguarding policies, procedures, and practices in accordance with the Church of England's safeguarding framework. The Chair will ensure that the DCSAP provides independent safeguarding expertise and that the diocese and cathedral are accountable to national and statutory safeguarding requirements.

Key Responsibilities

1. **Leadership of DSAP:**
 - Chair regular DCSAP meetings, ensuring effective operation and maintaining focus on safeguarding responsibilities.
 - Facilitate open discussions, encouraging independent thought, while supporting and challenging where necessary.
 - Ensure the DCSAP has an annual work programme that aligns with diocesan and national safeguarding strategies, reviewing progress regularly.
2. **Independent Advice and Expertise:**
 - Provide a source of independent advice and safeguarding expertise to the Diocesan Bishop, Dean and Chapter and other senior clergy and officials.
 - Advise on whether, in the DCSAPs view, the diocese has clear, transparent safeguarding policies, procedures, and training arrangements, ensuring consistency with statutory requirements and House of Bishops' guidelines.
 - Advise on measures for safeguarding children and vulnerable adults from known or alleged offenders.
3. **Safeguarding Policy Oversight and Risk Management:**
 - Scrutinise the Church's responses to safeguarding concerns about church officers, ensuring appropriate liaison with statutory authorities.
 - Ensure diocesan and cathedral safeguarding arrangements (including safer recruitment, DBS Disclosures, and training) are consistent with national and diocesan policies.
 - Advise on supporting and monitoring parish and cathedral safeguarding practices in accordance with national and diocesan guidance.
4. **Strategic and Advisory Role:**
 - Contribute to the diocesan and cathedral safeguarding strategy and its annual progress review.
 - Advise on the diocesan/cathedral response to case lessons learned reviews, proposing adjustments to policies and practices where necessary.

- Advise on arrangements to support and monitor the implementation of good safeguarding practice in parishes in accordance with national and diocesan policy and practice guidance
- 5. **Liaison with Statutory and Church Bodies:**
 - Ensure safeguarding practices are in place with church institutions that operate under their own governance, such as cathedrals, theological institutions, and religious communities.
 - Advise on diocesan safeguarding resources, including professional supervision and training for the safeguarding team.
 - Liaise with statutory authorities and external bodies as needed.
- 6. **Support for Survivors:**
 - Ensure that the Church's responses to survivors of abuse by church officers are rigorous, appropriate, and compassionate.
 - Advise on what the diocese has in place to hear the views of children and adults who require safeguarding support.
- 7. **Reporting and Accountability:**
 - Report at least once a year to the Archbishop's Council on DCSAP activities and provide additional reports to Diocesan Synod, the Board of Finance, Dean and Chapter or other bodies as requested.
 - Advise the Bishop and senior officials if the diocese or cathedral plans to depart from the House of Bishops' safeguarding policies and escalate issues to the National Safeguarding Team if necessary.
- 8. **Learning and Development:**
 - Consider case review learnings and advise the diocese on implementing necessary changes.
 - Ensure ongoing training for all who require it to promote safeguarding awareness and best practice.
- 9. **Advising on Strategic Departures:**
 - Provide advice when the diocese proposes to depart materially from House of Bishops' safeguarding policies and report to the national safeguarding team if safeguarding matters are not adequately addressed.

Person Specification

Essential:

1. **Safeguarding Expertise:**
 - A strong understanding of the statutory requirements relating to safeguarding, including the Children Act, Care Act, Working Together to Safeguard Children, and relevant criminal justice frameworks.
 - Knowledge of the safer recruitment processes, DBS checks, and safeguarding training requirements.
2. **Chairing Experience:**
 - Strong experience in chairing governance or multi-agency panels, with the ability to lead structured discussions and reach consensus.
3. **Independence and Objectivity:**
 - Ability to act impartially and independently, offering objective advice and challenge. Must not hold any other role within the diocese.
4. **Church of England Safeguarding Knowledge:**

- Understanding of Church of England safeguarding policies, particularly House of Bishops' guidance, or the ability to quickly learn this. Supportive of the ethos and values of the Diocese of Canterbury including its parishes, schools and Cathedral.
- 5. Legal and Regulatory Knowledge:**
- Familiarity with statutory safeguarding requirements, including safer recruitment and DBS processes in a range of contexts .
- 6. Risk Management:**
- Experience in assessing and managing safeguarding risks within complex organisations.
- 7. Survivor-Centered Approach:**
- Understanding of survivor needs and experience in advocating for their voices in safeguarding practices.
- 8. Communication Skills:**
- Strong verbal and written communication skills, capable of presenting safeguarding issues clearly to senior leaders and stakeholders.
- 9. Strategic Leadership:**
- Ability to influence safeguarding strategy and policy, and to implement improvements based on case reviews and best practices.

Desirable:

- **Faith or Voluntary Sector Experience:**
Previous experience in a faith-based or voluntary setting with safeguarding responsibilities.
- **Multi-Agency Collaboration:**
Experience working with statutory safeguarding partners (e.g., local authorities, police).
- **Change Management:**
Experience in implementing safeguarding improvements and training programs.

Equalities and Diversity

We aim to create a workforce that:

- values difference in others and respects the dignity and worth of each individual
- reflects the diversity of the nation that the Church of England exists to serve
- fosters a climate of creativity, tolerance and diversity that will help all staff to develop to their full potential whatever their circumstances.

We are committed to being an equal opportunities employer and ensuring that all employees, job applicants, those we serve and other persons with whom we help and support are treated fairly and are not subjected to discrimination. We want to ensure that we not only observe the relevant legislation but also do whatever is necessary to provide genuine equality of opportunity. We expect all of our employees to be treated and to treat others with respect. Our aim is to provide a working environment free from harassment, intimidation, or discrimination in any form which may affect the dignity of the individual.

Standards of Behaviour and Conduct

Staff are expected to act at all times with due consideration for others and in a manner befitting their position as employees of the Church and as professionals, whatever their job.

Safeguarding

All employees are required to adhere to legislation, guidance and recognised good practice in all aspects of Diocesan Safeguarding Policy <https://www.canterburydiocese.org/safeguarding>
If required by the post, the Post holder must have an up-to-date satisfactory Disclosure and Barring Service (DBS) clearance and undertake an appropriate level of Safeguarding Training. Failure to comply with the above or keep your training updated may delay your employment starting, or may trigger a disciplinary process and / or dismissal

Circumstances

The successful candidate may need to work very occasionally on evenings and some weekends (including some Sundays) but would accrue time off in lieu.

The post holder will be required to travel across the Diocese for meetings, so the ability to travel to remote locations and work flexibly is a necessity.

Data Protection and Security of Information

The Post holder must act in compliance with data protection principles and GDPR in respecting the privacy of personal information held by Diocesan House and the Diocese.

The Post holder must comply with the principles of the Freedom of Information Act 2000 in relation to the management of Diocesan House records and information.

Health and Safety

The Post holder must carry out their duties with full regard to the Diocesan Employee Handbook, including Equal Opportunities and Health & Safety.

To apply: Please send your Curriculum Vitae and covering letter to recruitment@diocant.org.

Closing date: Monday 24th February

Interview date: Wednesday 5th March