

NORTHAMPTONSHIRE POLICE

JOB DESCRIPTION

JOB TITLE:	MASH Safeguarding Officer
SCALE:	6
SUPERVISION AND CONTROL:	Detective Sergeant
PLACE OF WORK:	Criminal Justice Centre
HOURS OF WORK:	37 hours

PURPOSE OF THE JOB:

To manage the Police responsibilities in researching sensitive information regarding children and families, attending and presenting a Police assessment and advice, making decisions in statutory partnership meetings to safeguarding children.

MAIN RESPONSIBILITIES:

1. To travel and attend multi agency safeguarding meetings across the Protecting Vulnerable People business area.
2. To research high risk information and share appropriately in line with force policies, Working Together To Safeguard Children 2018 and GDPR with partners.
3. To manage own diary of Initial (and review) Child Protection Conference meetings, Adolescent Risk Management meetings, and Receiving in Conferences.
4. To make decisions in relation to safeguarding and to robustly challenge peers in relation to multi-agency action plans in the full view and presence of partnership staff, parents and children.
5. To research and produce reports on distressing cases involving neglect and abuse of children.

6. To identify and record criminal offences in line with force policy and Home Office Counting Rules
7. Able to complete first aid and personal safety skills training, keeping you and the public safe.
8. To complete any other reasonable task in support of investigations at the direction of a lead officer or supervisor.

NOTE:

The job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which the post holder will be required to work. In the interests of effective working major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and other consequential changes, will be carried out in consultation with the post holder. The post holder will be also required to carry out such other duties as may be determined from time to time to be within the general scope of the post.

CONDITIONS OF SERVICE:

The appointment will be full time, unless otherwise contracted, and subject to the conditions of service of the Police Support Staff Council.

The annual leave entitlement is 23 days with an additional 5 days after 5 years continuous service.

PERSON SPECIFICATION

SAFEGUARDING OFFICER

ESSENTIAL CRITERIA:

- 1 Experience of safeguarding and multi-agency working.
- 2 Deal effectively with conflict in challenging situations.
- 3 Communicate effectively verbally and in professional written reports
- 4 Plan and organize time in order to priorities work and meet challenging deadlines.
- 5 Highly motivated with the ability to work effectively as a team member with experience of developing positive working relationships with others.
- 6 Able to travel to attend meetings in designated community areas.
- 7 Proficient with windows-based applications to research and produce reports.
- 8 Candidates must be able to demonstrate a level of awareness of equality issues appropriate to this role.

DESIRABLE CRITERIA:

- 1 Practical Knowledge and application of Adverse Childhood Experiences.
- 2 Previous practical knowledge of Working Together to Safeguard Children 2018