
Head of Safeguarding - Job Description and Person Specification

Responsible to: Associate Director of Quality, Practice and Compliance

Location: Birmingham/Hybrid

Salary: £61,003

Hours: 37.5 hours

About Sense

For everyone living with complex disabilities. For everyone who is deafblind. Sense is here to help people communicate and experience the world. We believe that no one, no matter how complex their disabilities, should be isolated, left out, or unable to fulfil their potential. Our experts offer support that's tailored to the individual needs of each person, whether that's at our centres, through our holidays and short breaks, or in people's own homes. In addition to practical support, we also provide information to families, and campaign for the rights of people with complex disabilities to take part in life.

Description of the role



This is a pivotal leadership role which will champion a culture of safety, accountability and learning, ensuring safeguarding is not only a compliance requirement but a core value that underpins everything we do at Sense.

As the Head of Safeguarding, you will be responsible for the production, implementation and monitoring of Sense Safeguarding Policies and processes, ensuring up to date knowledge and innovative practice is embedded across Sense. Your responsibilities extend across all roles and departments, including the work of our staff and volunteers in Sense's shops and offices. You will also provide advice and support to Sense International and their safeguarding lead.

This role will be critical in embedding a positive and person led Safeguarding culture. You will be our subject matter expert on safeguarding and support all teams across Sense. You will also be sharing best practice externally and feeding back any innovation to inform Sense's practice, always ensuring that disabled people with complex needs are at the heart of everything we do.

You will lead on the introduction of new systems to support the way we record, report and learn from safeguarding cases and you will connect directly with other leaders across Sense to ensure we understand the unique circumstances in which we operate.

Specific Responsibilities

Leadership

- To act as a designated Safeguard lead, providing specialist advice, guidance and direction to colleagues across all Sense directorates, providing regular support to designated safeguarding departmental leads across our colleges and children's services



- To inform and embed a strategic Safeguarding Vision aligned with Sense's strategy and Purpose, working alongside your leadership team colleagues
- To monitor all cases of alleged abuse and act as a central source for advice ensuring the organisation is working in line with safeguarding best practice
- To foster excellent working relationships with leadership team colleagues on areas relating to strategic direction, policy interpretation and implementation.
- Make an active contribution to the Sense Leadership team and represent Sense on internal and external groups as required
- To build strong relationships and share leading practice with colleagues across the Health and Social Care sector through external boards, networks and conferences and be responsible for collaborative initiatives to benefit the sector, representing Sense and showcasing our practice
- Ensure that all Safeguarding activity aligns to the Sense strategy and contributes to our key Objectives
- Ensure Sense's commitment to safeguarding and promoting the welfare of children and adults at risk of abuse is maintained across the organisation
- Lead the development and delivery of safeguarding training and continuous learning across all levels of the organisation
- Lead on serious case reviews and ensure timely, transparent reporting in line with legal and regulatory requirements

Governance and Oversight

- To ensure Safeguarding Policies are fit for purpose and systems are in place to maintain and demonstrate compliance with our regulators, including CQC, CIW, RQIA, Ofsted and the Charity Commission



- To oversee the escalation of any serious safeguarding incidents raised within Sense and Sense International to the chief executive and other members of the executive team
- To provide assurance and governance to relevant boards and committees, presenting reports to the executive team and Board of Trustees as required
- Act as a critical partner to senior board members to drive continuous improvement in the field of Safeguarding
- To ensure systems are in place to provide transparent recording and reporting of Safeguarding incidents

Culture, Practice and improvement

- Stay up to date with best practice in the field of Safeguarding, ensuring new knowledge and practice is shared with the wider leadership team and embedded in policy, learning and development and practice across the organisation
- Work in partnership with internal stakeholders to ensure high quality up to date Safeguarding Training is in place across all levels of the organisation
- Ensure people we support are at the centre of all Safeguarding policy, systems and practice by adopting a co- production and consultative approach to any reviews
- To review safeguarding incidents and provide specialist advice to Both Executive and Operational colleagues across Sense; Ensuring robust management and sharing of lessons learned internally and externally to inform and improve future practice within Sense and across the sector
- To Champion the 'Making Safeguarding Personal' (MSP) initiative and to work alongside key stakeholders to embed into practice



Person Specification

Skills, Abilities and Knowledge

- To demonstrate an in depth understanding of safeguarding and knowledge of legislation, regulation and government guidance in social care and education settings across England, Wales and Northern Ireland
- To demonstrate the ability to build constructive working relationships and engage effectively with a range of people including those we support, support workers and management teams.
- Ability to provide professional judgment in dynamic and complex cases
- Excellent standard of literacy and numeracy
- Evidence of own continuing professional development
- Ability to lead on Safeguarding investigations and support organisational learning through recommendations
- A demonstrable commitment to addressing diversity and inclusion in all elements of Safeguarding policy and practice
- Ability to write succinct, accessible reports for a wide variety of customer groups at all levels of the organisation
- Able to comply with the principles of GDPR, maintaining confidentiality at all times
- Able to organise and prioritise workload, and be responsible and accountable for quality and accuracy of work

Achievements and experience

- Significant experience of working within the Health and Social Care and/or Charity Sector (minimum 5 years)
- Educated to degree level or equivalent



- Proven experience of providing advice guidance and support in the field of Safeguarding
- Experience of working collaboratively with other organisations to improve practice within the sector
- Proven experience of leading on projects/workstreams that have improved safeguarding practices
- Experience of providing governance and assurance at Board level
- Proven experience of managing systems, analysing data, producing and presenting reports to provide strategic insights
- Experience or willingness to broaden safeguarding expertise in line with the needs of international requirements

Desirable Skills and Experience

- Experience of supporting and advocating for disabled people.
- Understanding and experience of using a range of different communication methods as required by people Sense support.

Our values

Everything we do is underpinned by five core values. These values shape the way we work as we pursue our vision of a world where no one, no matter how complex their disabilities, is isolated, left out, or unable to fulfil their potential.

- We include
- We collaborate
- We find a way
- We challenge
- We celebrate