

Chair of Diocesan Safeguarding Advisory Panel (DSAP)

The equivalent of one day per month at an annual salary of £3000.
Fixed term (three years), part time.

Application pack



Introduction from Bishop Graham, the Bishop of Norwich

Thank you for your interest in this role.

I am quite clear that safeguarding children and vulnerable adults from harm is at the heart of the Gospel and therefore should be at the heart of the life of the Church. The IICSA inquiry, and the multiple other experiences of victims and survivors, has shone a light on where we have failed as a Church. I am determined to lead a diocese where every person can be safe, where the culture is one of honesty, where things are never ever swept under the carpet, and where those who share their experiences are given the utmost care, as well as support, in seeking justice.

The Independent Chair of the Diocesan Safeguarding Advisory Panel will play a crucial role in helping to champion the national policies and guidance, leading the further changes that are needed, providing support as well as challenge, and helping everyone involved with our life together in parishes, chaplaincies and diocesan roles to share the responsibility of good safeguarding.

+ Graham Norris

Background

With representatives from statutory bodies, the Cathedral, key diocesan officers, senior and parochial clergy, the Diocesan Safeguarding Advisory Panel exists to challenge and champion a positive culture of safeguarding across the diocese including our central offices, Cathedral and churches. The Chair of the DSAP is an important post which ensures the panel has a strategic oversight and ability to challenge staff, policies and practice as necessary. The post holder has a place on regional and national networks.

In line with national guidance, the Independent Chair will be appointed by the Bishop of Norwich for a period of three years, with an additional term of three years following a review.

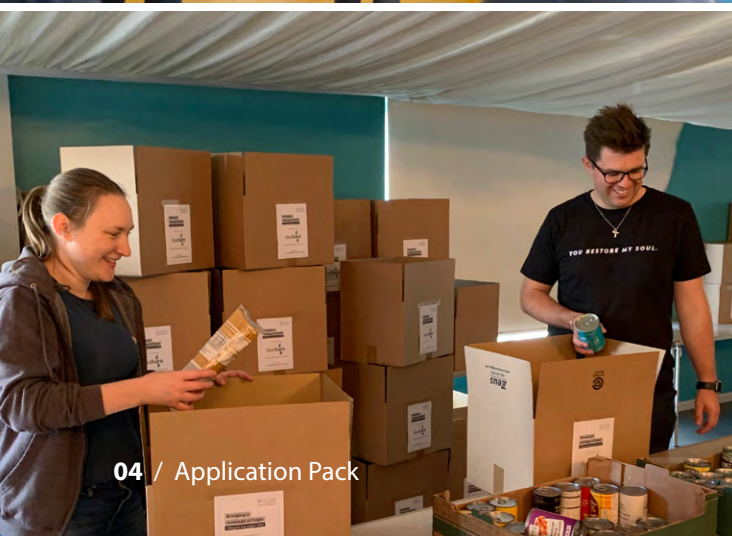
The Chair should be an independent lay person. In this context independent means that the chair will need to be independent, that is, not the holder or closely related to the holder of any ecclesiastical office either lay or ordained, nor an

employee of the Diocesan Board of Finance or any diocesan body including a parochial church council.

It is anticipated that approximately one day per month will be required to fulfil the role at an annual salary of £3000.

This role is subject to an enhanced DBS without barring.





Job purpose

- To ensure that the DSAP discharges its role of advising the Bishop of Norwich, other senior leaders, the Diocesan Board of Finance, parishes and chaplaincies about the safeguarding of children and vulnerable adults
- To ensure that the DSAP has an independent voice and separate identity, and that it is able to fulfil its core role of providing objective, independent scrutiny and challenge of safeguarding practice across the Diocese of Norwich
- To chair the DSAP and ensure that outcomes and actions are documented and implemented, and make an annual report to the Bishop's Council of Trustees.

Relationships

- Bishop of Norwich
- Bishop's Staff i.e. the senior leadership team in the Diocese
- Diocesan Safeguarding team
- DSAP members
- Peers in other dioceses
- National Safeguarding team

Accountable to

- Bishop of Norwich

Key duties and responsibilities

- Ensure that the DSAP's advisory and scrutiny functions are carried out effectively
- Ensure that the DSAP works constructively and effectively to safeguard and promote the welfare of children and vulnerable adults across the Diocese of Norwich, ensuring that any confidential and sensitive information provided by the constituent agencies of the Panel is preserved at all times
- Work collaboratively with the Bishop of Norwich, the Bishop's staff team, the Diocesan Safeguarding team and any other senior officials to ensure a constructive relationship with the DSAP in the joint quest of taking all possible steps to achieve a safer church
- Ensure that the Diocese has a strategic overview of safeguarding practice across the Diocese in line with House of Bishops' policy and practice guidance, together with appropriate quality assurance and risk management
- To ensure that the voices and needs of victims/survivors and those affected by abuse are heard, considered and acted upon
- Chair meetings of the DSAP (usually 3-4 per year) and any small task and finish groups it establishes. Conduct the meetings in a way that enables all members to contribute their knowledge and skills and to delineate clearly those matters which are agreed as recommendations to various Diocesan bodies and those forwarded to the Diocesan Safeguarding team for review, further consideration and action
- To advise the Bishop of Norwich, where necessary, of specific concerns or issues. Where appropriate, to raise and report any concerns/issues as part of whistle blowing arrangements
- Ensure that key issues and national developments are brought to the attention of and considered by the DSAP
- To liaise and consult with Diocesan Safeguarding Adviser and Assistant Diocesan Safeguarding Adviser on a regular basis
- To attend national meetings of Diocesan Safeguarding Advisory Panel Chairs, as required. To present learning from the Diocese at such meetings and to ensure that key learnings from other dioceses inform the agenda and practices within the Diocese
- To meet with the Bishop of Norwich at least annually for a general update and as required, should any issues/concerns arise regarding safeguarding practice within the Diocese
- To produce, with other members of the DSAP and the Diocesan Safeguarding Adviser, an annual report on safeguarding within the Diocese of Norwich and for presentation to Bishop's Council and Diocesan Synod.

Person specification

Qualifications

Essential

Academic and/or professional qualification in social or health care, education or legal discipline of sufficient standing to commend professional respect within the DSAP.

Desirable

Professional qualification in at least one of the following areas: working with vulnerable adults and/or children.

Experience

Essential

Extensive professional safeguarding expertise in a relevant statutory, voluntary or judicial agency.

Sufficient experience of working within the public or voluntary sector at a senior level to command respect within a multiagency panel of agency representatives.

Experience of chairing complex, professional meetings at a senior level in an efficient manner.

Sufficient experience of the operational context of safeguarding work to enable thoughtful contributions to resolving individual case issues.

Commitment to the welfare of children and/or vulnerable adults, demonstrable through previous or current professional or voluntary activities.

Knowledge

Essential

Knowledge and good understanding of developments in health and social care, of legislation and research underpinning child and adult protection work.

Knowledge and understanding of safeguarding and promoting the welfare of children and vulnerable adults.

Knowledge of how to maintain effective safeguarding practice.

Desirable

Understanding of the Church of England, its organisation and governance structures.

Person specification

Skills

Essential

Skills in negotiation to assist in resolving any conflict between agencies.

Strong organisational awareness to ensure the smooth operation of the DSAP and its relationship to and with other diocesan governance structures.

Pragmatic and solutions-orientated approach to resolving situations or issues.

Effective and clear communicator, with excellent written and verbal communication skills.

Excellent listener – able to absorb information on range of topics and respond in a manner appropriate for the listener – particularly important due to the confidential and sensitive nature of information and case work.

Strong analytical skills, with good attention to detail.

Behaviours

Essential

Demonstrable maturity and professionalism.

Able to work independently and on own initiative as well as being integral member of a team. Able to operate outside single agency structures.

Ability to establish credibility and respect and build strong working relationships with a wide range of colleagues.

A warm and open demeanour, with a collaborative working style.

Personal

Essential

A high level of integrity and discretion, handle confidential information with diplomacy and sensitivity.

An ability to work with people of all ages and background.

Desirable

An understanding of the aims and mission of the Church of England.

Other information



Link to Diocese of Norwich, Our Life Together
www.DofN.org/OurLifeTogether





Appointment process

Informal enquires about this post can be addressed to:

Sue Brice, Diocesan Safeguarding Adviser
sue.brice@dioceseofnorwich.org

**Steven Betts, Archdeacon of Norfolk and
Bishop's Staff Safeguarding Lead**
archdeacon.norfolk@dioceseofnorwich.org

Application is via a Diocesan application form which can be found via the following link:

www.dioceseofnorwich.org/about/vacancies

Interviews will be at a date to be arranged.