# **Person Specification**

## **District Safeguarding Officer**

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| **Attributes** | **Essential** | **Desirable** | **Method of Assessment** |
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| 1. **Relevant Training & Education** | Educated to degree level or equivalent in a relevant field (Child Care, Social Work, Psychology, Health, Probation, Police, Education etc.) or relevant professional experience | A qualification in safeguarding/child protection | A, Q |
| 1. **Proven Abilities** | Understanding of the particular context of safeguarding in the Methodist Church |  | A, I |
| Ability to explain safeguarding policy and procedures to non-specialist audiences | Experience of working in training/ educational role | A, I |
| Understanding of working with volunteers | Experience of working with volunteers in charitable sector | A, I |
| 1. **Skills and Competencies** | ICT proficient and self-sufficient |  | A, I |
| Excellent written and oral communication skills | Proven ability to deliver training in a variety of contexts | A, I |
| Proven ability to work as a member of a team |  | A, I |
| 1. **Special Knowledge and Expertise** | Ability to analyse complex issues | Experience of safeguarding in a church-related context | A, I, |
| Proven ability to undertake risk assessments or demonstrate ability to deliver this aspect of the role | Experience of undertaking situational risk assessments, activity risk assessments and subject risk assessments | A, I |
| An understanding of confidentiality issues and data protection issues |  | A, I, |
| 1. **Personal Qualities** | In sympathy with the ethos of the Methodist Church |  | A, I |
| Professional and positive approach, with a commitment to professional development and self-improvement |  | A, I, |
| Flexibility to work as a member of a team and develop constructive working relationship under pressure |  | A, I |
| Able to travel widely within the District using own transport |  | A, I |
| Ability to work flexible hours with occasional evening and weekend work |  | A, I |

Method of Assessment: A – Application Form, I – Interview, W – Written exercise, P – Presentation,

G – Group exercise, R- References, Q – proof of qualification (certificates or transcripts)

**We reserve the right to introduce a written exercise or group exercise as part of the recruitment and selection process.**

2.0 July 2018