

PERSON SPECIFICATION

Post: District Safeguarding Officer

Lay Employee in The Southampton District and the Channel Islands District of the Methodist Church

Attributes	Essential	Desirable	Method of Assessment
Education & Training	Educated to degree level or have equivalent qualification		A, Q
Experience	<p>Current and active member of Christian Church or Community within the membership of Churches Together in England.</p> <p>A working knowledge and experience of the judicial and statutory bodies of the UK and the Channel Islands in the area of the protection of children & vulnerable adults.</p> <p>A thorough knowledge and understanding of safeguarding</p>		<p>A, I</p> <p>A, I</p> <p>A, I</p>
Knowledge & Skills	Awareness and understanding that the various legal jurisdictions in the Channel Islands (Crown Dependencies) are independent of the UK.		I

	<p>Able to set and work to goals without direct supervision.</p> <p>Excellent communication skills, including:</p> <ul style="list-style-type: none"> - verbal - written - preparing and presenting information - facilitating group discussion - listening <p>IT competent, including ability to:</p> <ul style="list-style-type: none"> - manage e-mails - maintain electronic records - produce appropriate documentation <p>Sensitivity to confidentiality whilst ensuring that necessary action is taken to protect children and vulnerable adults.</p>		<p>I</p> <p>A, I</p> <p>A, I</p> <p>I</p>
Special Qualities or Aptitudes	<p>Able to motivate self and others.</p> <p>Able to present a strong Christian example.</p>	<p>Able to contribute effectively to a team i.e. District Safeguarding Groups.</p> <p>Able to adapt to changing priorities and circumstances.</p>	<p>A, I</p> <p>I</p> <p>I</p>

Any Other Requirements	<p>Willingness to understand and engage with Methodism and be subject to its discipline.</p> <p>Ability to drive to all areas of the Southampton District as required.</p> <p>Willingness to travel to the Channel Islands and to engage with appropriate authorities.</p> <p>Satisfactory Enhanced Disclosure from the Disclosure & Barring Service</p>		<p>I</p> <p>Valid Driving Licence</p> <p>I</p> <p>DBS</p>

A = Application form; I = Interview; Q = proof of qualification (certificates or transcripts)