Northumberland County Council

**JOB DESCRIPTION**

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| **Post Title:** Child Sexual Exploitation Practitioner | **Director/Service/Sector:** Wellbeing and Community Health | **Office Use** |
| **Grade:** 10 | **Workplace:**  | JE ref: HRMS ref: |
| **Responsible to:** Service Director, Children’s Services | **Date:**  | **Manager Level:** N/A |
| **Job Purpose:** To ensure that all policies related to Child Sexual Exploitation are coordinated at a strategic and operational level within Northumberland. To provide a strategic overview of the child sexual exploitation agenda and to coordinate responses. |
| **Resources** Staff | Management of a small cohort of workers working within this specific service user group. |
| Finance | Shared accountability for operational budget and to adopt day to day budget, monitoring responsibility for the specific service budgets. Strategically managing the finances to identify cross - cutting growth opportunities and efficiencies. |
| Physical | Chairing and attendance at meetings and report writing. Policy and strategy coordination and writing. Managing significant confidential information and data. |
| Clients | Key Partnership Agencies across Northumberland both external and internal to NCC, including the voluntary and community based resources and the Local Safeguarding Children Board  |
| **Duties and key result areas:*** To lead and coordinate agencies to ensure that the child sexual exploitation agendas are practical and understood within all agencies in Northumberland.
* To take a role in the review and development of risk management group and MSET arrangements and ensure clear links between the groups and operational support.
* To lead in the coordination and commissioning of child sexual exploitation for Northumberland.
* To oversee key cohort of workers in the area of child sexual exploitation and to develop use of risk assessment tool and the embedding of this in practice.
* To ensure that CSE risk assessments are completed for each young person where CSE has been identified as a factor.
* Ensure availability of swift access to support services and seek out possible community and voluntary groups
* Contribute to the upskilling of staff around CSE and other associate risks.
* To ensure multi-agency working is evident within child sexual exploitation agendas.
* To research relevant national policy, legislation and procedures and keep relevant bodies informed.
* To represent Northumberland County Council at a regional level related to child sexual exploitation.
* To advise senior management within Northumberland County Council and partner agencies on issues relating to child sexual exploitation.
* To ensure that policy and practice in relation to working with child sexual exploitation are embedded within Northumberland County Council’s structures.
* To ensure that the workstreams of the sexual exploitation sub group are coordinated and lead to clear actions and plans.
* To research, develop and deliver countywide a variety of training packages in relation to child sexual exploitation.
* To actively research funding opportunities and prepare bids in relation to child sexual exploitation.
* To research and prepare reports at various levels relevant to child sexual exploitation.
* To directly assist all service providers within Northumberland in the development and delivery of their services.
* To work with partners to establish that service provision supports the needs of victims and that perpetrators are dealt with appropriately.
* To develop innovative measures in tackling child sexual exploitation.
* To work collaboratively across the region with other Local Authorities and agencies to develop services to provide more effective and economical services.
* To chair meetings as appropriate to the role..
* To prepare media releases and ensure senior management are kept up to date with regards to patterns and trends.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis. |
| **Work Arrangements** |
| Transport requirements: Working patterns: Working conditions:  | Required to travel on a frequent basis throughout the area.Normal office hours (37 hours per week) – subject to flexible working.Mainly office based. |

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**PERSON SPECIFICATION**

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| **Post Title: : Domestic Abuse and Sexual Violence Coordinator**   | **Director/Service/Sector:** Wellbeing and Community Health | Ref:  |
| **Essential** | **Desirable** | **Assess****by** |
| **Knowledge and Qualifications** |
| * Degree or relevant professional or vocational qualification.
* Thorough understanding of crime and disorder legislative requirements.
* Thorough understanding of the dynamics and impacts of child sexual exploitation
* Understanding of Social Policy and wider community cohesion issues.
* Extensive working knowledge of child sexual exploitation issues.
 | * Training qualification.
 | AA and IA and I |
| **Experience** |
| * Experience of working with a diverse range of community and statutory agencies and groups.
* Successful experience of partnership working.
* Experience of commissioning process and policy and research work.
* Experience of turning policy into effective, practical solutions.
* Experience of managing, interpreting and presenting information.
* Understanding and experience of problem solving principles and procedures.
* Experience of working with child sexual exploitation in the wider sense.
 | * Delivering presentation.
* Delivering training.
* Chairing meetings.
* Media skills.
* Experience of setting up monitoring and evaluation systems to demonstrate the effectiveness of initiatives.
 | A, I and RA, I and RA, I and RA, I and R |
| **Skills and competencies** |
| * Project Management skills.
* Ability to analyse and interpret complex data and statistics.
* Ability to effectively problem solve.
* Ability to negotiate, influence and work collaboratively with partner agencies.
* Knowledge and understanding of current legislation relating to child sexual exploitation and associated risk taking behaviours.
* Effective interpersonal skills and excellent communication skills both written and oral
* Plan, deploy and deliver a range of imaginative interventions
 |  | A, I , R and P |
| **Physical, mental and emotional demands** |
| * Ability to deal with sensitive issues.
* Ability to empathise with victims of child sexual exploitation.
* Flexibility.
 |  | A, I and R |
| **Other** |
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Key to assessment methods; (A) application form, (I) interview, (R) references, (T) ability tests (Q) personality questionnaire (G) assessed group work, (P) presentation, (O) others e.g. case studies/visits.