# **PERSON SPECIFICATION: SAFEGUARDING AND REVIEW MANAGER POST REFERENCE: SR-101924**

**Hartlepool Borough Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. This post is subject to safer recruitment measures including a disclosure and barring service (dbs) check.**

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| REQUIREMENTS | ESSENTIAL CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)  | DESIRABLE CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training**
* **Specific qualifications (or equivalents)**
 | Professional qualification social care (F)Registered Social Worker(F) Evidence of recent professional development (F)  | * Post qualifying qualification (F)
* Management qualification (F)
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| * **Work or other relevant experience**
 | * Post qualifying experience in the provision of children’s safeguarding services (F)
* Management experience (F)
* Proven ability to work in partnership with a range of organisations (I)
* Experience of planning and developing services that have delivered high quality outcomes for children and young people (F)
* Experience of budget management (F)
* Experience of developing and using performance management information (F)
* Experience of planning and implementing service improvements (F I )
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|  * **Skills, abilities, knowledge and competencies**
 | * Working knowledge of arrangements for safeguarding children including knowledge of legislation, statutory guidance, government policy, practice guidance and current initiatives (F,I)
* Knowledge of and ability to develop quality assurance processes (I)
* Ability to devise and implement local policies and procedures relating to children and young people(I)
* Ability to communicate effectively and influence others (I)
* Presentation and communication skills both oral and written and skills in Information and Communication Technology (I)
* Ability to self manage workload and work using own initiative (F)
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| * + **General competencies**
 | * Proven ability to compile reports for a variety of audiences and maintain accurate records (F) (I)
* Ability to ensure effective lines of communication between colleagues, management and external agencies (I)
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|  **ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.