



Safeguarding Officer

Fixed Term Contract until 31 December 2022

Applicant Information Pack



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About us

We're Scouts and everyone's welcome here. All genders, races and backgrounds. Every week we give almost half a million people aged 6-25 the skills they need for school, college, university, the job interview, the important speech, the tricky challenge and the big dreams: the skills they need for life.

At a time when communities are becoming more divided, we bring people together. We encourage our young people to do more, learn more and be more. We're a worldwide movement, creating stronger communities and inspiring positive futures. We welcome talent from all backgrounds and your contribution to help even more young people succeed in life.



Tim Kidd, UK Chief Commissioner

Matt Hyde, Chief Executive



Our Values

Integrity

Respect

Care

Belief

Cooperation

Our strategic plan

By 2025 we will have prepared more young people with skills for life, supported by amazing leaders who deliver an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Society is changing. In often fragmented communities, the pressures and expectations on young people are increasing. The future is uncertain. Scouts has never been so important in helping young people prepare for the future, developing the skills they need to succeed in a changing world. Each week almost half a million young people enjoy fun, friendship and outdoor adventure. They develop a sense of optimism and strong values as well as the leadership and team working skills that are more valuable today than ever.

Our movement achieves remarkable things. We have continued to grow for 13 consecutive years. Our previous plan, 'Scouting for All', inspired new Groups and sections to start in an additional 834 areas of deprivation since 2013. We now help over 462,000 young people aged 6-18 (including 102,000 girls) get the best possible start in life. Our social action campaign, A Million Hands, has enabled over 200,000 young people to make a positive contribution in their local communities.

Now we want to go further. Skills for Life is a strategy that supports and empowers our volunteers who are the people that make Scouts a reality. It's a strategy to bring communities together and contribute towards a better society. But most of all, it's a strategy for young people. They deserve the best skills, the best support, and the best possible futures.

Skills for Life

Our plan to prepare better futures 2018-2025

Our vision	We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.		
By 2025 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme.			
Our mission	Our values		
Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.	We act with care, respect, integrity, cooperation, exploring our own and others' beliefs.		
Our goals			
By delivering this plan we will achieve the following goals against our four objectives:			
Growth	Inclusivity	Youth Shaped	Community impact
<ul style="list-style-type: none"> - 50,000 more young people - 10,000 more Section Leaders - 5,000 more Young Leaders 	<ul style="list-style-type: none"> - Our volunteers reflect the demographics of our society - In 500 more areas of deprivation 	<ul style="list-style-type: none"> - 250,000 young people shape their experience at Scouts each year - Half of our young people achieve top awards 	<ul style="list-style-type: none"> - 250,000 young people making a positive impact in their local communities each year - Half of our young people achieve top awards

Our four pillars of work

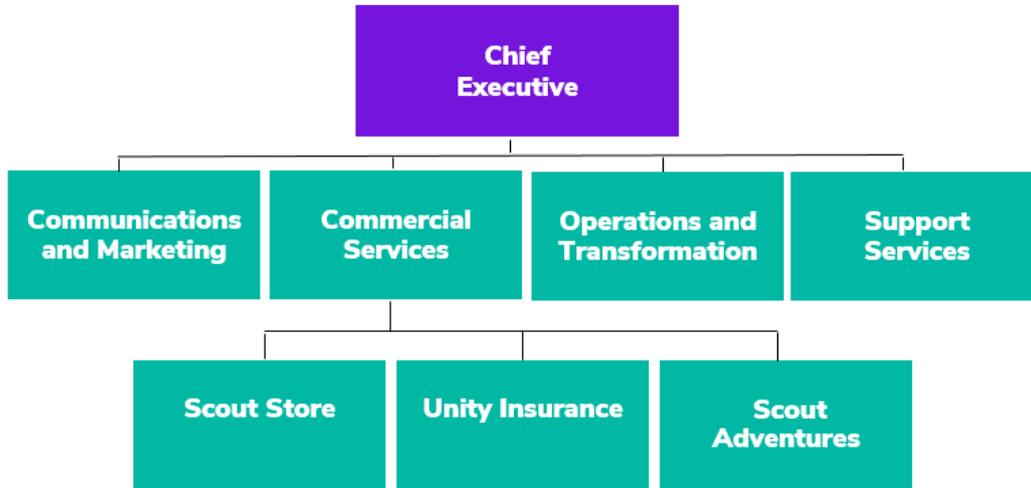
To support the movement to achieve these objectives, we will focus on four pillars of work:

Programme	People	Perception	Protect
A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools.	More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.	Scouts is understood, more visible, trusted, respected and widely seen as playing a key role in society today.	Scouting survives COVID-19 and those parts of the movement and communities made vulnerable by the crisis are properly supported.

'I believe that Scouts empowers young people. It gives them skills to achieve the remarkable, and opportunities to develop a deeper understanding of the rapidly changing world.' Tim Kidd, UK Chief Commissioner

The Scouts Structure

The UK headquarters of the Scouts is based at Gilwell Park, Chingford, London, and is operationally divided into four directorates



Job Description

Responsible to:	National Safeguarding Operations Manager
Department:	Safeguarding, Operations and Transformation
Base Location:	Gilwell Park, Chingford, London
Term:	Fixed term contract until 31 December 2022
Salary:	£35,354 per annum (inclusive of Outer London Weighting) Band F, Level 3
Hours:	35 per week
DBS:	Basic

Core Purpose

We are seeking to appoint a Safeguarding Officer to join the team supporting the past file review and the operation of its Child Protection across the UK. The post is at Gilwell Park, London.

As part of the Safeguarding Team, you will be responsible for giving support and advice to local volunteer managers in responding to concerns or complaints affecting the safety and welfare of young people and progressing safeguarding concerns emerging from review of past cases.

Key Accountabilities

- Assess safeguarding allegations made against those involved in Scouting's work including young people
- Assess suitability of leaders where adverse information is shown on disclosure checks
- To operate within statutory guidance (UK wide) in relation to adults who hold a Position of Trust
- Provide support and guidance to senior volunteer managers to enable them to implement a local response to concerns and allegations regarding adults and young people in Scouting, including supporting the suspension process
- Make referrals to statutory or professional agencies in respect of allegations against adults and young people in Scouting
- Support risk assessment/procedures for ending period of suspension/ensuring suitability regarding adult and youth members
- Assess all concerns received relating to 'children in need': bullying, self-harm, and welfare concerns
- Inform and advise the parents/carers of children subject to referrals
- Attend multi agency meetings
- Requirement to be on-call for the Safeguarding emergency out of hours' service and to work out of hours
- Help to run and present at volunteer manager training days across the UK

Person Specification

Experience

- Professional qualification in safeguarding/child protection
 - Educated to degree level standard
 - Knowledge of the Scout Movement and its operational structures
 - Understanding, acceptance of fundamental values of Scouting
 - Knowledge of DBS processes
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Skills, Abilities & Knowledge

- Good interpersonal skills
- Effective communication skills
- Ability to undertake assigned tasks within deadlines
- Able to work within a team
- Ability to work on own initiative
- Ability to manage staff
- Advising on a range of 'children in need' issues
- Experience of making referrals to statutory agencies
- Experience of communicating with parents and carers regarding complex situations
- Maintaining strategic partnerships with other agencies
- Use of Information Technology
- Attention to detail and accuracy
- Office administration

Values & Personal Qualities

- Committed to delivering a high quality customer focused service
- Want to ensure responsive and genuine engagement with internal and external stakeholders which will both challenge and support
- Considerable discretion and independence to act under general guidance but refers to higher levels for policy and professional decisions
- Show calmness under pressure
- Excellent communicator
- Ability to keep sensitive information confidential
- Personable and approachable manner
- Self-starter and ability to work on own initiative
- Open minded, flexible and articulate

Other Essential Criteria

- The role will include out of hours working and being on-call
 - The post holder will be required to travel widely
 - Full driving licence essential
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Benefits

We've got some great benefits

Holiday Entitlement: On top of your generous 25 days holiday we give you up to three extra days off between Christmas and New Year. And that's not all, holiday goes up to 28 days after 2 years' service and 32 days after 5 years' service.

Looking after your health and well-being

Simply Health scheme: Optical, dental and many more appointments covered, as well as great gym and family days out discounts.

Sickness absence: Once you're three months in, we have generous sickness pay, above the statutory.

Wellbeing walks: Scheduled once a month at Gilwell Park, this a great chance to take an hour out of work to walk in the beautiful countryside with colleagues, taking in the fresh air.

Looking after your future

Generous Pension Scheme: We look after your future. We will double your contribution up to a maximum of 10%.

Looking after your family: Your loved ones will receive four times the basic salary if you pass away while employed by us.

Getting to and from work

Car parking: Parking is free at all our sites.

Minibus Service: When working at Gilwell Park, a minibus can collect you at various times from Chingford Station and drop you back at various times.

We are proud to be a family friendly employer

Personal Days: Up to four personal days paid leave a year.

Maternity/Paternity Leave: We pay maternity leave above the statutory minimum requirement.

Start and finish time: Employees can apply for some flexibility on their start and finish times of work.

Making your money go that little bit further

Scout Store purchases: You can buy Scout Store merchandise with a discount of 25% on certain items.

Online benefits portal: Our online benefits portal allows you to tailor make your own benefits package.

Developing yourself and others

Study and volunteer leave: Special leave includes paid leave for volunteering and study leave.

How to apply

Before making an application please ensure that you have read the Recruitment and Selection policy:

<https://scouts.org.uk/media/1009429/Recruitment-and-Selection-Policy.pdf>

You can read more about working at Scouts here:

<https://scouts.org.uk/about-us/jobs/working-at-the-scouts/>

We would be grateful if you would also complete the Recruitment Monitoring questions on the Application Form. Our Equal Opportunities policy can be found here:

<https://www.scouts.org.uk/por/2-key-policies/equal-opportunities-policy/>

The closing date for applications is 10 March 2021.

The interviews will be held on 24 March 2021.

If you would like to discuss the role in more detail, please contact Recruitment@Scouts.org.uk

To submit an application, please use this Smartsheet Link:

<https://app.smartsheet.com/b/form/9bc1116aad9a4f3fb08c1729837a0c58>
