



Person specification			
Post title	Child Protection and Review Manager	Pay Band	Q
Service Area	Children's Services	Section/team	Safeguarding Quality Assurance Unit

***** This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months *****

Shortlisting Number	Criteria	Essential/Desirable	Method of assessment
Skills, knowledge, experience			
S1	Detailed understanding of relevant statutory framework for safeguarding children	Essential	I, A, P
S2	Experience of managing and chairing complex Child Protection and Children in Care review	Essential	I, A, P
S3	Evidence of effective networking with partner agencies in safeguarding children	Essential	I, A, P
S4	Sound understanding of the safeguarding responsibilities of partner agencies	Essential	I, A, P
S5	Experience of coordinating complex child protection enquiries	Essential	I, A, P
S6	Proven record of effective leadership and management in safeguarding children	Essential	I, A, P
S7	Experience of working with regulatory bodies	Essential	I, A, P
S8	Evidence of support and challenge to promote good standards of children's social care	Essential	I, A, P
S9	Proactively seeks to safeguard children, drawing on a wealth of knowledge and sound judgement to protect children from harm and ensuring appropriate and timely action is taken when necessary. Works collaboratively with colleagues and other agencies to achieve this aim. Demonstrate effective risk management skill and decision making. Demonstrate ability to robustly	Essential	I, A, P

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	challenge where services do not meet the required standard for safeguarding and planning for children.		
S10	Sets clear direction, objectives and responsibilities, assumes accountability and inspires others by acting with integrity and role modelling BEST values. Drives service improvement and actively tackles poor performance. Plays an active part in building and motivating teams, creating a positive environment which encourages open discussion and innovation, supports performance, builds capability and empowers staff.	Essential	I, A, P
S11	Successfully builds and maintains effective relationships with senior colleagues, external agencies, children and their families and carers - demonstrating effective interpersonal skills in dealing with people at all levels and from a wide range of backgrounds.	Essential	I, A, P
S12	Successfully persuades and influences individuals and groups at a range of levels on issues of complexity and sensitivity. Uses a range of techniques to achieve acceptable solutions and compromise. Listens well.	Essential	I, A, P
S13	Ability to plan and manage work to optimise resources available, ensuring timelines and budgets are met. Ensures robust procedures and practice are in place to meet statutory obligations and performance objectives and that these are regularly reviewed To have a demonstrable commitment to quality assurance and maintaining accurate, up to date and accessible records	Essential	I, A, P
Personal attributes and circumstances			
P1	A demonstrable willingness to share information and work with other people.	Essential	I, A, P
P2	Respect – a strong desire to treat people with care and dignity, observing the rights of other people, and helping and supporting others where you can	Essential	I, A, P
P3	Shows respect and understanding of diversity and values individual difference. Treats all people fairly and appropriately regardless of race religious, belief, gender, age, disability, sexual orientation, appearance or position.	Essential	I, A, P

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	Proactively seeks to reduce health and other inequalities of disadvantaged groups and acts to raise awareness of the benefits of diversity and build active commitment to ensure equality of opportunity.		
P4	Respect - a strong desire to treat people with care and dignity, observing the rights of other people, and helping and supporting others where you can	Essential	I, A, P
P5	Accountability – willingness to take personal responsibility for your actions and decisions, and to understand the consequences of your behaviour	Essential	I, A, P
Communication			
C1	Communicates effectively across a range of contexts including the ability to create and deliver concise, engaging and accurate information to a range of audiences, adapting style and content to needs of the audience and checking understanding.	Essential	I, A, P
C2	Ability to understand and interpret complex written reports and policy documents, including the ability to evaluate the arguments	Essential	I, A, P
Qualifications			
Q1	Registered with Social Work England and qualified	Essential	C
Q2			
Health and safety			
H1	Ability to use equipment as instructed and trained Ability to inform management of any health and safety issues which could place individuals in danger	Essential	A

A = Application form C = Certificate E = Exercise I = Interview P = Presentation AC = Assessment Centre T = Test

Date	Approved by authorised manager	Designation
20.01.2021	Lindsey Heaton	Acting Up Operational Manager

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Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to use of authority and maintaining discipline

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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