



Role

Head of Safeguarding

Department

Safeguarding

Reports to

Chief Operating Officer

Hours

35 hours per week

Salary

£50,000 to £55,000 depending on experience

Position Type

Permanent, Full- time position

Normal Place of Work

St Boniface House, Ashburton with travel throughout the Diocese where necessary

Benefits

4 weeks plus statutory bank holidays per annum
Auto-enrolment pension scheme

Closing Date

20th January 2025

The Diocese of Plymouth

The Diocese of Plymouth (“Diocese”) is one of the 22 Catholic dioceses in England and Wales. It covers the counties of Cornwall, Devon and Dorset, spread through its 66 parishes stretching from the Holy Family parish in Penwith (which includes Penzance, St. Ives, Hayle and the Isles of Scilly) in the west, to parts of Bournemouth in the east.

The Diocese is seeking to appoint a Head of Safeguarding, following the retirement of the current postholder.

Background and Purpose of Role

For us as a Catholic Diocese, protecting people has a theological and spiritual underpinning, in that it is intrinsically linked to our mission and pastoral ministry.

Therefore, building a safe and trusted environment is not only essential to fulfilling our responsibilities under legislation and regulations, but also fundamental to our baptism into the Body of Christ. Abuse and neglect can have devastating effects on individuals, families and wider society. We recognise that public trust and confidence in the wider Church can only be built if we have appropriate structures in place to manage and to respond appropriately to these issues.

The Head of Safeguarding will be the lead officer for safeguarding in the Diocese, providing leadership and direction to the safeguarding team, and professional advice to the Bishop and the Trustees in their governance role. The postholder will have the primary responsibility for managing, coordinating and reporting our safeguarding procedures to enable the ‘prevention’ of abuse in the Diocese, which includes Religious Orders and affiliated congregations. As a diocese, we are committed to strengthening our safeguarding work – with robust mechanisms for awareness, prevention, reporting, responding and offering support to survivors, promoting a safe environment and holding those responsible for abuses to account.

Reporting and responding to concerns at every level of our diocese forms the cornerstone of the safeguarding mechanisms, for which the Parish Safeguarding Representatives (PSRs) in our parishes are our eyes and ears, working with the priests but with a level of independence in highlighting and reporting concerns.



The Head of Safeguarding, in this process, plays a key role by managing and coordinating the activities of the central safeguarding office to provide monitoring, oversight, quality control and coaching and ensuring effective response and communication on all cases of safeguarding incidents or concerns in the Diocese.

Person Specification

The successful candidate will have **in-depth experience** of managing safeguarding in a **complex organisation**, which might have been a statutory, educational or church setting; will be an **excellent team player** and **communicator**, used to working within a framework of **formal governance**; will be familiar with **safeguarding law and practice**; and will be committed to **supporting and listening to victims and survivors**.

The candidate will be able to work with the **aims and structures** of the Catholic Church.

Application

For an informal conversation about the role, please contact Tracey Fuller, HR Manager on tracey.fuller@prcdtr.org.uk

To apply, please send application form/ cv, covering letter, and details of two employment referees to recruitment@prcdtr.org.uk by midday on 20th January 2025