

## Role Profile

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| <b>Job Title</b>     | <b>Safeguarding Practice Review Officer</b>     |
| <b>Location:</b>     | <b>Colindale/Hybrid</b>                         |
| <b>Directorate:</b>  | <b>Family Services</b>                          |
| <b>Service:</b>      | <b>Barnet Safeguarding Children Partnership</b> |
| <b>Grade:</b>        | <b>J</b>  |
| <b>Salary Range:</b> | <b>£46,512 - £51,522</b>                        |
| <b>Reports to:</b>   | <b>BSCP Partnership Manager</b>                 |

### 1. Job Purpose:

- The Barnet Safeguarding Children Partnership Business Team aids statutory safeguarding partnership work as laid down within Working Together 2023 with Partners to safeguard and promote the welfare of all children who live in Barnet
- The Safeguarding Practice Review Officer will be required to lead on and develop a new and innovative model of producing child safeguarding practice reviews (CSPR), as well as rapid reviews and wider thematic reviews, such as multi agency audits, as required. This opportunity arises at a time when safeguarding children's partnerships are increasingly required to swiftly identify learning from serious safeguarding incidents and propose targeted and specific recommendations which are robust in order to enact single agency and/or multi agency systems and practice improvement.
- The postholder will oversee cases escalated to the national Child Safeguarding Practice Review Panel, the process of Local Child Safeguarding Practice Reviews and lead on the effective dissemination of learning from other serious child safeguarding cases to continuously strengthen and improve Barnet's safeguarding system.
- The postholder will be a dynamic and confident individual who is self-motivated and has considerable experience of working within multi-agency safeguarding systems. You will have an excellent working knowledge of safeguarding practice and will be able to analyse information and present it in a way that is accessible to different audiences through excellent report writing skills. The role will hold a core requirement to convene and deliver innovative workshops designed to seek reflection and observations from front line practitioners and senior officials upon serious safeguarding incidents and

ensure that the voices of children and their families affected by any incidents are fully considered within the body of reviews. A core responsibility will then be to track and embed actions and learning alongside out multi agency partners.

- The postholder will have the ability to work autonomously and will be able to analyse information to effectively translate any learning obtained into tools to improve practice. The Practice Review Manager will achieve results by liaising effectively with multi-agency partners and working closely with other members of the Partnership Team including the BSCP Partnership Manager and the Independent Chair of the Learning and Thematic Review Group.

## 2. Key accountabilities:

- 1) Identify and complete relevant reviews and reports in line with agreed terms of reference and guidelines laid down by the national child safeguarding practice review panel and the BSCP, in order to support improvements to the local and national safeguarding system.
- 2) Using critical analysis skills, propose recommendations for improvements to practice across the multi-agency safeguarding system which are tangible and robust.
- 3) Research, analyse and evaluate documentation in order to prepare accurate and impartial reports that are constructive, identify good practice, capture organisational learning including assessing and identify areas for improvement
- 4) Analyse and assess the evidence and evaluate the material generated by a safeguarding review and assess whether preventative opportunities were maximised
- 5) Engage with practitioners and senior officials as part of the review process ensuring that their reflections, observations and views inform findings. The postholder will be required to convene conferences to disseminate learning, organise learning events and compose briefings and quick reference guides for circulation to partners.
- 6) The postholder will oversee the subsequent action plans from reviews, which draws together the actions from all reviews to ensure they are being progressed by partner agencies.
- 7) Support the delivery of the Partnership priorities in line with the BSCP Business Plan.
- 8) The postholder will also be responsible for designing tools to effectively monitor the impact of the changes. This will determine whether the partnership is doing the right things at the right times to make the greatest difference.
- 9) Work in partnership with multi-agency partners and represent the BSCP when required at relevant multi/inter-agency meetings
- 10) Manage information and intelligence ensuring that the conduct and

legitimacy of any reviews are in accordance with information sharing regulations.

- 11) To keep abreast of the latest developments in the sector, emerging good practice and government/pan-London guidance, and to provide briefings and disseminate learning to partner agencies as required. Liaise as required with national bodies such as the national child safeguarding practice review panel, Dept of Education and Ofsted.
- 12) The postholder will work collaboratively as part of the partnership team, providing advice and being the expert point of contact for practice reviews, sharing knowledge and maintaining (their own) professional development to ensure knowledge remains relevant.

### 3. Financial Responsibilities:

None

### 4. Staff Responsibilities

None

### 5. Health and Safety Responsibilities:

As an employee of the London Borough of Barnet, you are required to:

- Abide by Barnet's health and safety policy and associated arrangements
- Complete mandatory health and safety training
- Follow safe systems of work and use devices/guards provided for safety.
- Wear/use personal protection equipment where issued and instructed to do so, including lone working devices.
- Report any Accident/Incidents/Hazards.
- Take care of your own and other's safety, health and wellbeing

### 6. Promotion of Corporate Values

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

**Caring / Learning to Improve / Inclusive / Collaboration**

### 7. Flexibility

In order to deliver the service effectively, a degree of flexibility is needed and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

### 8. The Council's Commitment to Equality

To deliver the council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the workplace and in the services the council delivers.

## PERSON SPECIFICATION

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| Criteria  | Essential/Desirable | Assessed by:          |
|---|---------------------|-----------------------|
| <b>Professional Membership/Qualification</b>  |                     |                       |
| Degree in Social Work or relevant professional experience.  | Essential           | Application           |
| Evidence of continuous professional development.  | Essential           | Application           |
| Must have a satisfactory DBS outcome  | Essential           | Application           |
| <b>Experience &amp; Knowledge</b>   |                     |                       |
| Strong project management training or on the job experience supplemented with relevant training.  | Essential           | Application/Interview |
| Extensive knowledge, experience and understanding of partnership and multi-agency safeguarding work and collaborating, influencing, and holding others to account at a senior level.                  | Essential           | Application/Interview |
| Good knowledge of local Safeguarding Children Partnerships and their statutory duties as set out in Working Together 2023 and other relevant national guidance.                                       | Essential           | Application/Interview |
| Evidence of effective delivery in a demanding environment.  | Essential           | Interview             |
| Successful experience and/or knowledge of working within a local authority or one of the professionals associated with the safeguarding partnership, and knowledge about key safeguarding challenges. | Essential           | Application/Interview |
| Highly skilled expert in the use of standard Microsoft Office products such as Word, Excel, PowerPoint.   | Essential           | Application           |

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| Experience of project management and the ability to deliver outcomes within tight deadlines.  | Essential | Application/Interview |
| <b>Skill &amp; Ability</b>  |           |                       |
| Demonstrable experience of complex information gathering and problem solving.   | Essential | Application/Interview |
| Proven experience of researching and constructing well-structured, clear and concise briefing papers, reports and recommendations that evidence critical analysis skills.   | Essential | Application/Interview |
| Previous experience in the conduct and investigation of serious and complex safeguarding matters.   | Essential | Application/Interview |
| Highly organised and ability to manage a complex workload and meet tight timescales.  | Essential | Interview             |
| Able to effectively create and manage multi-agency working groups to deliver upon objectives.   | Essential | Interview             |
| Ability to use analysis to identify key patterns and trends and to assess different tools that could be used as a result to improve child safeguarding.   | Essential | Application/Interview |
| High level of organisational skills and good report writing skills Skilled in the presentation of complex information to an array of audiences, some of which are non-specialist.   | Essential | Application/Interview |
| Ability to be flexible in approach adapting to emerging priorities.   | Essential | Interview             |
| Ability to apply an evidence base and reflect on practice<br>Able to work collaboratively with partners and team members to provide relevant and high-quality contributions that influences to decision making<br>Able to work with the minimum of supervision seeking professional consultation as required. | Essential | Interview             |
| Proven ability to develop and nurture strong professional relationships and networks with stakeholders and use these relationships to improve the effectiveness of the partnership.   | Essential | Interview             |
| Ability to motivate and engage a wide range of multi-agency partners to work effectively together and, where appropriate, to negotiate, constructively challenge and hold partners to account to improve services.  | Essential | Interview             |
| Ability to successfully advise, persuade and influence stakeholders in a professional manner and establish confidence, credibility and trust.   | Essential | Interview             |
| Excellent written and verbal communication skills. Ability to communicate effectively with senior management across   | Essential | Application/Interview |

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| the council, police, health, the voluntary sector and other multi-agency partners.  |           |                       |
| Evidence of ability to prepare and deliver presentations on complex issues in a succinct and clear style at board meetings and to senior managers (up to director/chief executive level). | Essential | Interview             |
| Ability to manage confidential and sensitive information, operating with emotional intelligence, probity and integrity.   | Essential | Application/Interview |
| Ability to develop productive working relationships with other boroughs and pan-London organisations to collaborate and share learning.   | Essential | Interview             |
| Proven record of delivering successful and innovative solutions to business challenges.   | Essential | Interview             |
| Ability to manage competing priorities and interests from multi-agency partners, while remaining independent and devising solutions in the best interests of the partnership.             | Essential | Interview             |
| Ability to analyse complex information quickly, reaching and articulating decisions with clarity, to deliver solutions that command support.  | Essential | Interview             |
| Proven record of achievement in delivering logical and effective decision making, and high quality, accurate and timely work.   | Essential | Application/Interview |
| Capable of reviewing and evaluating results against quality standards, sharing this learning with others and taking decisive action to ensure that plans are delivered.                   | Essential | Application/Interview |
| Demonstrates a dynamic and achievement-orientated approach and ability to work effectively, flexibly and constructively with multi-agency partners towards shared goals.                  | Essential | Application/Interview |
| <b>Values &amp; Behaviours</b>  |           |                       |
| <b>Caring</b>   |           |                       |
| Integrity- I work with candidates and colleagues in a way that builds trust.  | Essential | Interview             |
| Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt  | Essential | Interview             |
| <b>Learning to Improve</b>  |           |                       |
| Insight- I regularly rely on evidence and professional standards to support my work and decision making.  | Essential | Interview             |

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| Agile-I am fully empowered to act within the scope of my role   | Essential | Interview |
| Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can   | Essential | Interview |
| <b>Inclusive</b>  |           |           |
| Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding   | Essential | Interview |
| Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do.    | Essential | Interview |
| <b>Collaborative</b>  |           |           |
| One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others | Essential | Interview |
| Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet  | Essential | Interview |
| Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards  | Essential | Interview |