

Job description for Parish Safeguarding Co-ordinator

All parishes must appoint a co-ordinator for safeguarding to work with the incumbent and PCC. In multi parish benefices the same person may hold the post for the whole or part of the benefice.

Appointment

The person is appointed by the incumbent and PCC

The post is subject to an Enhanced CRB check

Tasks

The Parish Safeguarding Co-ordinator will:

- Implement safeguarding policy and procedures for children, young people and vulnerable adults
- Support good practice when working with children, young people and vulnerable adults
- Ensure that any concerns about a child, young person or vulnerable adult or the behaviour of an adult are appropriately reported both to the statutory agencies and to the Diocesan Safeguarding Officer
- Ensure safe recruitment of all staff paid and unpaid (volunteers) following Diocesan Guidelines
- Undertake with the incumbent and PCC an annual review the implementation of safeguarding policy, procedures and good practice in the parish and report to the Annual Meeting.