



St Martin's Parish Church

Seeing God's love transform Our Lives,
Our Community and Our World

St Martin's Parish Church is committed to providing a safe place for everyone within our church community - especially children, young people and vulnerable adults. Our current safeguarding officer has announced her plans to retire at the end of 2025, so we would like to recruit a Safeguarding Assistant to be trained and then take over that role.

Parish Safeguarding Officer Role Description

The Parish Safeguarding Officer (PSO) is the **key link** between the diocese and a parish concerning safeguarding matters. The PSO is **appointed by** and **supports** the Governing Body in the delivery of the Church's safeguarding responsibilities.

Person Specification:

1. Willingness and aptitude to undertake the role, attend the relevant training and undertake their own development in the field of safeguarding.
2. Ability to challenge in an appropriate, supportive manner.
3. Ability to demonstrate why safeguarding is intrinsic to the Christian faith.
4. Ability to instigate and manage difficult conversations.
5. Ability to articulate the need for culture change with regard to safeguarding in the Church as a whole, and in particular in their parish community.
6. Ability to demonstrate an empathetic and objective attitude with integrity when dealing with possible allegations of abuse.
7. Ability to manage sensitive information, maintain and manage the Parish Dashboard and, where needed, understand confidentiality and data sharing.
8. Willingness to declare and explore with members of the Governing Body/ Diocesan Safeguarding Team ways to manage any potential conflicts of interest.
9. The PSO should not be related to, or have a conflict of interest, with the Rector (or anyone acting on their behalf as an interim arrangement).



St Martin's Parish Church

**Seeing God's love transform Our Lives,
Our Community and Our World**

Role Description:

1. Have an overview and keep a record of all activities involving children and vulnerable adults, and assist with the safeguarding risk assessment of these activities.
2. Be familiar with the Guernsey Deanery Safeguarding Handbook and with how it is implemented in local practice.
3. Establish positive working relationships with the Diocesan Safeguarding Team.
4. Keep in touch with the leaders of all activities and offer them advice and support over safeguarding matters.
5. Refer all safeguarding concerns to the Diocesan Safeguarding Team.
6. Support the Governing Body in the delivery of its responsibilities around safer recruitment and people management - for instance, by maintaining records, supporting recruitment, coordinating DBS applications (including updates to DBS status), and seeking advice from the Diocesan Safeguarding Team.
7. Discuss regularly with the Rector and the Governing Body any emerging safeguarding issues, and support them in resolving those issues.
8. Contribute to relevant reports and meetings with a Safeguarding perspective, to support the Rector and the Governing Body in the delivery of their safeguarding responsibilities.
9. Attend training offered for Parish Safeguarding Officers.
10. Help facilitate discussions about what the parish sees as a safe culture, what the current barriers may be and how they might be resolved.
11. Ensure safeguarding contact details are displayed in all Church premises and on the website.
12. Where appropriate, help the parish develop protocols to keep themselves and their visitors safe.

**If you have any questions or would like to apply for the role, please email
revdaniel@stmartinschurch.gg**

***This is a voluntary position requiring approximately
6 hours a month.***