

Safeguarding Children Partnership Business Manager - Grade 15

Job purpose

The Kirklees Safeguarding Children Partnership (KSCP) is the organisation responsible for overseeing how services and agencies work together to safeguard and promote the welfare of children and young people in the district and ensuring that they do so effectively.

The Partnership Business Manager is responsible for the management of the KSCP Business unit and the staff team which supports the operational delivery of the statutory Safeguarding Partnership and partner agencies in co-ordinating their safeguarding responsibilities and services. As the Partnership Business Manager, you will support the Safeguarding Partnership to ensure that it works effectively, and that operational and strategic objectives are achieved. To support this, you will work closely and effectively with other local and regional partnership arrangements to provide a strategic lead in promoting the safeguarding of children.

As the Partnership Business Manager, you will provide expert professional guidance with regards to local and national initiatives concerning safeguarding children, and you will be required to support, attend and /or chair multi-agency strategic and operational meetings. You will also have a lead role in the development of the KSCP Annual Business and Training Plans and have oversight of the KSCP business unit budget.

A key responsibility of the role is to develop, implement and review methods to promote the work undertaken by the Partnership to children, parents, carers, and professionals.

This role is based within [Children and Families](#). Find out more about [working for Kirklees](#).

Key areas of responsibility

You will have responsibility for the management of the KSCP business function, leading and coordinating the work and priorities of Safeguarding Partnership to support effective multi agency arrangements for safeguarding children and young people.

You will ensure the KSCP continually develops policies, procedures, training, and communications in relation to safeguarding and promoting the welfare of children and young people.

The key role of the Partnership Business Manager is to form and maintain effective professional relationships with other relevant strategic boards, and professionals both locally and regionally, to ensure a cohesive strategic response to promoting the safeguarding of children and young people.

The post is responsible for ensuring the Safeguarding Partnership undertakes Child Safeguarding Practice Reviews and develops best practice, by ensuring that recommendations are implemented, and learning is shared; ensuring this is incorporated into multi agency learning and development opportunities.

A core responsibility of the role is to ensure that effective organisational support is provided to the safeguarding partnership to enable effective delivery of the strategic multi agency arrangements and business plan.

The postholder will provide professional guidance in relation to local and national safeguarding research and initiatives.

To manage and support the activities of the KSCP to maximise responsiveness and efficiency in achieving the key strategic priorities, ensuring that the development, governance, and professional practice of the Partnership is maintained to the highest standard.

To manage oversight of partnership policies, procedures, and guidance, ensuring they are regularly updated in line with legislation and national guidance.

To ensure the voice and experience of children and young people is central to the work of the Safeguarding Partnership and informs business plans and policy development.

To lead and coordinate the work in relation to Child Safeguarding Practice Reviews in accordance with Working Together 2018, coordinating the dissemination of learning, and the multi-agency training offer.

Management of the KSCP Business Unit to provide effective support to the Partnership, ensuring that all meetings are professionally and efficiently administered.

To effectively oversee business intelligence and data, multi-agency auditing and timely reporting.

Form and maintain effective professional relationships and networks, both locally and regionally.

Position of job in organisational structure



Employee Specification

| Knowledge, qualifications, skills, and experience | Shortlisting criteria |
|--|-----------------------|
| Experience of management or leadership in a statutory safeguarding partnership organisation, i.e., children's services, health, or the police. | Essential |
| Knowledge and understanding of the legal framework in which the Safeguarding Children Partnership operates. | Essential |
| Detailed knowledge and understanding of the roles and responsibilities of different agencies with regards to safeguarding children and inter-agency work. | Essential |
| Substantial professional experience of multi-agency responses to safeguarding children. | Essential |
| A wide and in-depth knowledge of national safeguarding issues, together with a detailed understanding of statutory guidance, and the ability to provide specialist advice and information to others. | Essential |
| Experience of developing and implementing policies and procedures. | Essential |
| Experience of chairing meetings and formulating and overseeing action plans. | Essential |
| Demonstrable experience of multi-agency working, and ability to form effective networks at a local and regional level. | Essential |
| Ability to work with others to collate and analyse complex information to formulate and present action plans, business plans, reviews, and other management reports. | Essential |
| Experience of involving service users and young people in the planning, development, and evaluation of services. | Essential |
| Experience of Child Safeguarding Practice Reviews | Essential |
| Ability to oversee relevant and effective training programmes. | Essential |
| Demonstrable experience of balancing competing demands from the public, staff, and other agencies. | Essential |
| Budget management experience. | Essential |
| Accepts an enhanced DBS and barred list check is required. Please note that a conviction may not exclude candidates from appointment but will be considered as part of the recruitment process. | Essential |

Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 3. Find out more about [Council Behaviours and Expectations](#).

General information

See your responsibilities related to [Safeguarding](#).

Driving licence or able to travel independently across Kirklees, exceptions may be made for disabled candidates.

DBS check at the appropriate level.

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience, and grade of this job.

For Office Use Only:

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|--------------|------------------------|--------------------|---------------|
| Job Category | Social Care - Children | Grading ID | 61480 |
| Job ID | 80101200 | Last Updated | December 2021 |
| Job Focus | No | Career Progression | No |

Contractual Variants

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|---------------|----------|------------------------|-------------------|
| DBS Category | Children | DBS Type | Enhanced + Barred |
| Health Check | No | Politically Restricted | No |
| 24/7 working | No | Public Holidays | No |
| Night Working | No | Alternating Pattern | No |
| Standby | No | Other | No |
| Checked by HR | M Lunn | | |