



DIOCESE OF **Hexham & Newcastle**

Youth Safeguarding Adviser

Two-year fixed term contract



Candidate Pack

INTRODUCTION

The Diocese of Hexham and Newcastle is the sixth largest Diocese in England and Wales and is situated in the north-east of England. With an area of 3195 square miles, the boundaries are the border with Scotland in the north and the River Tees in the south. The Diocese consists of 152 separate parish communities, grouped together into 18 Partnerships, within five Episcopal Areas. The population of the region is 2,368,000, with an estimated Catholic population of 214,257.

There are 156 schools in the Diocese serving 54,000 pupils and their families of which there are 128 primary schools, 2 infant schools, 2 junior schools, 3 first schools, 1 middle school, and 20 secondary schools. In December 2019, an academy policy was shared whereby all existing academies and voluntary aided schools would become academies within 4 Catholic Education Trusts.

The Bishop of the Diocese of Hexham and Newcastle is the Right Reverend Stephen Wright.

Diocesan Values

Integrity | Respect | Trust | Service | Compassion



YOUTH SAFEGUARDING ADVISER

Safeguarding is an essential part in the life and ministry of the Church. It is the responsibility of us all to ensure our parishes and institutions are safe places for all comers, especially those who are vulnerable. We all have our part to play.

The Diocese of Hexham and Newcastle places a high priority on safeguarding within its youth ministry. Collaborating closely with the Youth Ministry Trust (YMT), our goal is to ensure safe, nurturing environments for young people. Safeguarding is not merely a compliance issue but a core value that shapes our youth engagement. We aim to enhance spaces where young people feel a sense of belonging and can realise their potential, with all ministry activities governed by robust safeguarding standards.

Role Overview

An innovative role within the Diocese, the Youth Safeguarding Adviser (YSA) will play a pivotal role in enhancing safeguarding within youth ministry. This position involves collaboration with various stakeholders to ensure all activities within the Diocese and the YMT's spiritual and commercial realms are safeguarded. Reporting directly to the Diocesan Head of Safeguarding, the YSA will support with the management of safeguarding initiatives, awareness and oversee training for those involved in youth ministry. This role is crucial in promoting effective safeguarding and empowering young people throughout the Diocese.

Key Responsibilities

- Support the ongoing development and implementation of diocesan safeguarding policies, ensuring compliance with the Catholic Safeguarding Standards Agency (CSSA) policies and procedures, aligning with a One-Church commitment to safeguarding.
- Support in the development of strategies for safeguarding young people within Church settings, including organising and delivering appropriate training.
- Promote effective policies and practices throughout the Diocese to minimise opportunities for exploitation and abuse.
- Engage directly with young people to understand their needs and perspectives on safety within faith-based settings and the broader community.



- Empower young people across the Diocese by actively engaging them in discussions about what makes them feel safe or unsafe.
- Develop relevant and accessible resources for children and young people, considering different age groups and diverse learning needs.
- Support youth ministers in delivering programmes that promote youth voices and empowerment.
- Collaborate with the YMT and parishes to scope and analyse existing youth ministry programmes in relation to safeguarding e.g. Lourdes Pilgrimage, The Source, Flame. Identify areas of good practice, opportunities for growth, and potential vulnerabilities. Support in the development of a plan to address identified risks, focusing on engagement with parishes, Diocesan Catholic Education Trusts (CETs), and the wider YMT.
- Deliver safeguarding awareness within the YMT programme and develop relationships with the CETs to deliver training within schools as required. Train clergy, adult volunteers and young people, providing them with skills to enhance safe environments and promote safe behaviours. Ensure the dissemination of training and best practice.
- Develop, deliver, and evaluate a clear safeguarding strategy for the YMT, ensuring it encompasses all activities throughout the year.
- Work collaboratively with key stakeholders and partner organisations to protect children and vulnerable adults. Maintain active links with organisations e.g. Local Safeguarding Children Partnerships, The Road Centre.
- Monitor and evaluation practices, with a commitment to sharing lessons within the broader youth ministry and safeguarding sectors in the Catholic Church in England and Wales.
- Keep up to date with best practice developments for safeguarding, including attending CSSA national safeguarding meetings as required.
- Engage in continuing professional development (CPD) and professional supervision; where applicable, you will maintain professional registration requirements.
- Undertake other reasonable duties as requested.



Personal Specification

You must have:

- Significant contemporary professional safeguarding experience with children and young people, ensuring the voice of the child and vulnerable person is heard.
- Experience in direct work with young people, such as social work, youth work, child mental health services, or education.
- Experience of how to respond with sensitivity and compassion to victims/survivors of abuse.
- Experience of operating within the legal and procedural framework relating to safeguarding, including:
 - The Children's Act 1989 and 2004
 - Working Together to Safeguard Children (2018)
 - The Human Rights Act 1998
 - The Mental Capacity Act 2005 and Code of Practice
 - The Data Protection Act 2018 and GDPR Regulations 2016
- Experience of reviewing information, making recommendations, and taking appropriate action where necessary; applying sound judgement, with an attention to detail; maintaining confidentiality and building trust.
- Resilience and the ability to work under pressure.
- Skills in conflict resolution, negotiation and problem solving.
- Interpersonal and listening skills; an ability to deal sensitively with young people and their families/representatives.
- Skills in understanding appropriate boundaries of responsibility and working within them.
- Experience in delivering safeguarding training to both adults and young people.
- Excellent IT skills.
- The ability to work flexibly, including the evening and weekend
- A Full driving licence, access to a car, and willingness to travel throughout the Diocese and sometimes the UK.

The post-holder must be conscientious and loyal to the aims and objectives of the Diocese, always having regard to its Catholic character.



Application Process

To apply, please send:

- A letter of application saying why you want to work with us and what you'd bring to the role, with examples of how your skills and experience would enable you to fulfil your duties and responsibilities
- A CV, including the names of two people we may approach for professional references Please send these by email to human.resources@diocesehn.org.uk

For an informal discussion about this role please contact Meriel Anderson, Head of Safeguarding, on 07472 068014 or email meriel.anderson@diocesehn.org.uk from 30 December onwards

Deadline for applications: **Thursday 16 January 2025 at 12 noon.**

Pay and Conditions

What we will offer you:

- Salary: £36,230 per annum and a workplace pension scheme where we match up to a maximum of 7.5% of your salary.
- Hours: Full-time, 37.5 hours per week, generally Monday to Friday. Evening and weekend work will be required.
- Contract: Two-year fixed term contract – subject to 6 months probationary period.

Location

Diocese of Hexham and Newcastle, St Cuthbert's House West Road, Newcastle upon Tyne, NE15 7PY and throughout the Diocese.

Benefits

- Holidays: 28 days holiday per year plus statutory holidays.
- Free on-site car parking.
- Health and wellbeing support.
- Cycle to Work Scheme.

Other Information

This appointment will be subject to:

- Two satisfactory professional references.
- Completion of mandatory safeguarding training.
- Evidence of right to work in the UK.



Safeguarding

The Diocese of Hexham and Newcastle is committed to safeguarding all children and vulnerable groups at risk within its community. All employees are expected to contribute to the creation of a safe environment, challenge inappropriate behaviours and report concerns in line with procedures. In fulfilling the duties of this role, the post holder may come into contact with children or vulnerable adults. Therefore, they must adhere to diocesan safeguarding policies and procedures.

Data Protection

We won't hold the information you give us longer than necessary. Our Candidate Privacy Notice is available on our website www.diocesehn.org.uk

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Better Health
at Work Award
Bronze Award

