

Safeguarding Manager (Community Trust)

Employer:	Watford Football Club
Job Title:	Safeguarding Manager – Watford Community Sports and Education Trust
Salary:	Dependent upon qualifications and experience
Location:	Watford Football Club - Vicarage Road Stadium / Training Ground, London Colney
Type:	Permanent Full
Passport/Visa:	Must be eligible to work in the UK
Closing Date:	Close of play Friday 12 th April 2024
Interview date:	Thursday 25 th and or Friday 26 th April 2024

An exciting opportunity has become available within the Watford Community Sports and Education Trust, the charitable Trust of Watford Football Club. We are currently looking to recruit a Safeguarding Manager, responsible for the day-to-day operational aspects of the Trust's safeguarding provision, promoting, and protecting the welfare of children and adults at risk at all times. The Trust are responsible for a wide range of programmes for both children and adults within the local community and this role will be pivotal in ensuring a robust safeguarding provision within all projects.

The Safeguarding Manager (Community Trust) will be a key part of our joint brand safeguarding team and will work closely on a day-to-day basis with the Head of Safeguarding, other Safeguarding colleagues, and the Trust's Head of Business Services to provide best practice in safeguarding. The successful candidate will enjoy working as part of a team, be enthusiastic, hardworking, and be flexible to the requirements of the position and the business.

Applicants should ideally live local to Watford and London Colney or the surrounding areas and be a UK resident or non-UK resident with a valid UK work permit and ideally have experience working within a similar role.

Essentials:

- A relevant and recognised professional safeguarding qualification and/or verified equivalent experience in a similar role.
- Current and relevant safeguarding training.
- Able to demonstrate experience of effective case management and investigating safeguarding concerns, disclosures, allegations and incidents.
- Demonstrate knowledge and understanding of current legislation, guidance and best practice in safeguarding.
- Demonstrate experience of implementing effective safeguarding policies, practices and procedures.
- Demonstrate experience of working with statutory agencies and safeguarding partners.
- Knowledge and understanding of the relevant DBS checks to undertake on specific roles and experience of conducting checks.
- An understanding of the brands commitment to safeguarding and equality, diversity and inclusion.
- An understanding of safeguarding issues across the community and sports sectors.
- Good IT skills using Microsoft packages and experience using case-management systems (such as CPOMS) to keep clear and comprehensive reports and records of incidents.
- Full UK driving licence or ability to travel to various locations due to the demands of the role.
- Understanding of the Clubs commitment to EDI & Safeguarding.

Person Specification:

- A person-centred approach, understanding the rights, needs and best interests of children and adults at risk, as well as the support, guidance and advice colleagues require.
- Excellent communication and inter-personal skills to enhance working relationships both internally and externally.
- Calm temperament with experience of working under pressure, meeting deadlines and prioritising workload.
- Self-motivated with a positive, solution focused attitude.
- A role model in terms of your conduct, skills and knowledge.
- Able to deal with sensitive and confidential matters in a professional manner.
- Meticulous attention to detail.
- A flexible approach to work and be able to work unsociable hours including evenings and weekends.

Desirable:

- Safeguarding Tutor/Training Qualification.
- Safer Recruitment trained.
- Mental Health First Aid certificate.
- A good understanding of the key youth, community, and adult services in the areas in which the brands safeguarding operations.

For the full job profile, please contact HR Admin at hradmin@watfordfc.com

As a regulated activity provider and as part of the short-listing process we may:

1. Complete reference requests prior to interview.
2. Carry out an online search for publicly available information as part of the due diligence process.
3. If your application is successful be required to obtain a DBS disclosure at the appropriate level (role dependant)

Club Commitment:**Equality, Diversity & Inclusion (EDI):**

We are dedicated to fostering a diverse and dynamic working environment by building a team that represents a variety of backgrounds, perspectives, and skills. We are an equal opportunities employer and welcome applications from all sections of the community.

Safeguarding:

We provide a safe and secure environment for all. We believe Safeguarding and promoting the welfare of children & adults is everyone responsibility. Everyone in the organisation has a role to play, to ensure that club policies, procedures and practices in regard to safeguarding are followed.



Application Process:

1. Please download and complete an application form located on the Club website under the career section www.watfordfc.com/club/careers
2. Please send completed application form, cover letter detailing why you would be suitable for the role, a copy of all relevant qualifications, right to work in the UK documents and your CV via email to hadmin@watfordfc.com or by post to HR Admin, Watford Football Club Training Ground, Bell Lane, London Colney, St Albans, AL2 1BZ.
3. If you require information in regard to how to complete the application form, please refer to 'Application Form Guidance Notes'.

