Halton Disability Partnership: Job Description

Job Title: Safeguarding Officer

Conditions:

21.5 per week

£ 20,411-£ 23,557 PER ANNUM PRO RATA

Accountability:

- Accountable to CEO

Job Purpose:

- To contribute to the development of an adult safeguarding resource within Halton Disability Partnership.

- To work with Direct Payment workers and CEO to ensure clients have real choice in their care combined with security/safety, so they can access full citizenship.

- To collect data for reports to Funders.

- To audit all current clients involved with Halton Disability Partnership to assess adult safety status.

Summary of role:

1. Contribute to the development of safeguarding within the Halton Disability Partnership team.

2. Co-work with Halton Disability Partnerships colleagues on all new referrals in Mental Health, SENs and Adults so balance choice and safeguarding.

3. Develop/Enhance knowledge base via training to develop Safeguarding within Halton Disability workplace.

4. Provide information to service users, carers and partners.

5. Contribute to information on database and website.

6. Promote and support the Disabled Person User Led Organisational values and Disability rights agenda of Halton Disability Partnership.

7. Provide comprehensive data for reports to Big Lottery.

8. Co-work with Administrative team, Welfare Rights Officer and CEO to ensure effective Halton Disability Partnership service delivery.

9. Comply with legitimate management directives and duties consistent with the post