



THE ARCHDIOCESE *of* BIRMINGHAM

Lead Trustee for Safeguarding



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Trustee and Chair of Safeguarding Sub-Committee

The Trustees of The Birmingham Diocesan Trust are looking to recruit a skilled and committed Catholic volunteer with professional experience of safeguarding to join the Board of Trustees and Chair the Safeguarding Sub-Committee.

Role at a glance

The Safeguarding Sub-Committee exists to scrutinise, advise and report to the Board of Trustees on the overall performance and effectiveness of safeguarding across the activities of the Birmingham Diocesan Trust, enabling the trustees to discharge their duties in safeguarding.

Both the Safeguarding Sub-Committee and the Board of Trustees meet four times a year either virtually or in-person, usually at Cathedral House, St Chad's Queensway, Birmingham.

We are looking for a Chair to lead and inspire who brings:

- Extensive experience of safeguarding in a professional capacity
- Experience of operating at strategic leadership level
- A solid understanding of good governance practices
- A commitment to supporting the Church's mission and who shares our values and vision as well as our passion and commitment to those we support.

The Trustee Board operates in a faith-led environment, adhering to the Archdiocesan vision statement:

*We are called to be a Catholic diocese which is:
faithful to the mission entrusted to us by Jesus Christ
full of missionary disciples who work together co-responsibly
in vibrant communities of faith,
joyful in their service of God and neighbour.*

This is a voluntary role; reasonable out-of-pocket expenses will be reimbursed.



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The Trustees and Curial team will provide:

- A comprehensive induction.
- Ongoing support from senior staff including the Chief Operating Officer and Head of Safeguarding.
- Professional guidance and administrative support.

You will join a dedicated and friendly Board comprising clergy and lay experts who work collaboratively to support the life and mission of the Archdiocese.

The Birmingham Diocesan Trust implements *Safer Recruitment* practices as an important part of safeguarding and protecting children and adults. The role will be subject to two satisfactory references and Disclosure and Barring Service Checks are applied as relevant to each role.

For more background on the Archdiocese of Birmingham you may wish to visit the website www.birminghamdiocese.org.uk and particularly the Safeguarding section www.birminghamdiocese.org.uk/safeguarding

For an informal discussion about the role please contact Claire Reay, Head of Safeguarding, via email claire.reay@rcaob.org.uk or call 0121 230 6240.

A message from Archbishop Bernard Longley, Chair of Trustees:

We are all called to serve our Lord. To love him, to carry out His mission.

This includes the responsibility of keeping people safe from harm and abuse.

Here in the Archdiocese of Birmingham, I lead that charge. Together with those who support me, and the Trustees of the Archdiocese, we are committed to making a positive difference in the parishes and communities we serve.

Read message in full: www.birminghamdiocese.org.uk/safeguarding



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About the Role - Introduction

The Charity Commission states that safeguarding is the responsibility of all Trustees, even where there is a Lead Trustee for Safeguarding. It should be clear that the Lead Trustee is not to be the only person among the Trustees who understands and champions safeguarding.

The Lead Trustee for Safeguarding will be a Catholic volunteer from within the Trustee Board who has skills, experience and confidence in safeguarding. The Chair of the Trustee Board should ensure that the Lead Trustee for Safeguarding either has the required knowledge, skills, and experience or is supported to develop these.

Responsibilities

The Lead Trustee for Safeguarding will Chair the Diocesan Safeguarding Sub-Committee and will take on three main sets of duties related to safeguarding as summarised below as well their wider responsibilities as a Trustee. Appointed by the Bishop for an initial period of five years, this could be extended subject to mutual agreement.

Strategic

- Consider the Archdiocese's strategic approach to safeguarding in respect of current safeguarding legislation, regulations specific to its activities, statutory guidance and the safeguarding expectations of the Charity Commission.
- Work with the Chief Operating Officer (COO) and Head of Safeguarding to review regularly whether the approach of the Archdiocese is promoting a safe culture and keeping all those coming into contact with the diocese and parishes safe.
- Check that the diocesan Risk Register reflects safeguarding risks, and that the diocese is managing those risks appropriately.
- Ensure Safeguarding is a standing item on all full meetings Trustee meetings and help Trustees understand and challenge these reports.
- Review resources allocated to safeguarding on an annual basis and make recommendations to the trustee board should an increase in resources be considered necessary.

Effective policy and practice

- Ensure there is an annual review of the Safeguarding Strategy, Policies and Procedures and that this is reported to Trustees.
- Understand the monitoring the Archdiocese undertakes to see whether the Safeguarding Strategy, Policies and Procedures are effective.



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- Call for audits of internal qualitative and quantitative data, and work with the CSSA on their audits when required.
- Learn from case reviews locally and nationally to improve the Archdiocese's Safeguarding Policies, Procedures and Practices.
- With the Head of Safeguarding and with the Safeguarding Sub Committee review where required safeguarding allegations.

Creating the right culture

- Champion safeguarding throughout the Archdiocese.
- Attend relevant safeguarding training and events to develop an understanding of diocesan safeguarding.
- Support Trustees in developing their individual and collective understanding of safeguarding
- Work with the Chair, COO, Head of Safeguarding and Head of Communications to support all serious safeguarding cases.
- Ensure the Archdiocese has ways of gathering the views of diocesan personnel in relation to safeguarding, and that these are shared with the Board.

The Birmingham Diocesan Trust

The Catholic Archdiocese of Birmingham extends from Stoke in the North to the Thames in the South.

It includes seven cities and five counties; an area with over five million people.

It serves the Catholic population through a network of 217 parishes and some 240 schools.

There are some 150 active and 60 retired priests, and some 80 deacons

The **Birmingham Diocesan Trust** is a registered charity established and operated for charitable purposes, primarily the furtherance of the Roman Catholic faith.