



Safe Families



home
for good

LONDON ENGAGEMENT TEAM LEADER

INFORMATION PACK

APPLICATION DEADLINE

Saturday 31st August

**NO
ONE
SHOULD
FEEL
ALONE**

Safe Families for Children is a Registered Charity in England and Wales No. 1150405 and Registered Charity in Scotland No. SC048207 and Company Limited by Guarantee Registered in England and Wales No. 08134971. The Registered Office is 4 Diamond Court, Kingston Park, Newcastle upon Tyne, NE3 2EN.

INTRODUCTION

Thank you for your interest in the London Engagement Team Leader post. This information pack outlines the role and provides information about Safe Families and Home for Good and includes:

- An introduction to Safe Families and Home for Good
- Job description
- Person specification
- Essential employment information



Home for Good's vision is to find a home for every child who needs one through fostering, adoption and supported lodgings for teenagers. Home for Good works with the Church to inspire and support individuals and families to respond to the needs of children and young people in care, and particularly those who wait the longest for the right home.



Safe Families

Safe Families vision is that no one should feel alone and so Safe Families seek to create relationship and connection for children and their families so that they can thrive. Like Home for Good, Safe Families partner with the church to train and support their members to offer hope and belonging to families.

This shared vision to see children thrive by enabling the mission of the local Church has brought us together across the spectrum of need that we see impacting children and their families.

As you may have already heard, in May we announced that **Safe Families** will be merging with **Home for Good**, aiming to complete the legal merger in September.

To find out more about this please visit [Information about merging with Home for Good](#).

If you have any questions about how this may impact this role, please contact the hiring manager.



OVERVIEW OF LONDON ENGAGEMENT TEAM LEADER

The London Engagement Team Leader (ETL) is a new staff role at an exciting time for Safe Families and Home for Good. As we look forward to our coming merger in September 2024, we are looking to appoint a passionate, engaging and skilled leader to champion the work of Safe Families and especially Home for Good across London.

The London Engagement Team Leader (ETL) is a key staff role within Safe Families and Home for Good which holds strategic oversight of widening and deepening our relationships with faith leaders across the area and also leads, support and line-manage the Community Volunteer Team (CVT). You will also have direct responsibility for inspiring and activating interest in fostering and supported lodgings specifically in the Home for Good priority areas of Croydon, Merton, Sutton and Barnet as well as leading this work across London.

You will be part of a thriving, innovative team, dedicated to empowering churches, individuals, couples and families to make a real difference in their communities.

You would work as part of the London team which includes the Safe Families Community Volunteer Managers and Family Support Managers in Greenwich and Barking & Dagenham, Hammersmith & Fulham, and Southwark, alongside the Core Team and you will need to be able to travel and work across the City, out of our Waterloo Office.

We will be interviewing candidates as applications come in and so would encourage you to submit your application as soon as possible.



EMPLOYMENT INFORMATION

JOB TITLE

London Engagement Team Leader

LOCATION

Based out of our London (Waterloo) office, but with travel around the City as part of our regular working pattern.

CONTRACT TYPE

This is a permanent contract. Subject to continued partnership funding.

HOURS OF WORK

Full time (37.5 hours a week)

START DATE

September 2024

REPORTS TO

London Lead & Hub Senior Community Volunteer Manager

SALARY

£ 32,919.68 - £ 35,021.09 (including London Weighting). Dependent on skills and experience.

HOLIDAY ENTITLEMENT

33 days (inclusive of bank holidays). All staff receive an additional day of leave on their birthday.

EMPLOYEE BENEFITS

After three months, automatic enrolment into a generous salary sacrifice pension scheme with Aegon Retirement Choices, YuLife (Life insurance) and access to the employee assistance programme.

PERIOD OF NOTICE

One month's notice by either party, following a successful probation period.

ROLE RESPONSIBILITIES

LEADING THE COMMUNITY VOLUNTEER TEAM

1. Providing line management, supervision, development and mentoring of the existing engagement and Community Volunteer Team.
2. Managing the Engagement strategy and activity including embedding the Church Relationship Strategy across Safe Families work and activating and inspiring Home for Good churches and volunteers.
3. Leading on the church fundraising strategy in the hub and promoting giving to the work of Safe Families and Home for Good. This includes, but is not exclusive to, meeting with our Fundraising Team to review church giving, engaging in finding monthly Financial Supporters, participating in sponsored events and helping Safe Families and Home for Good connect with local businesses.
4. Providing quality assurance for the work the CVT do in the areas of church and community engagement, volunteer recruitment and training, and volunteer management for both Safe Families and Home for Good.
5. Encouraging and modelling operational unity across the CVT, the Family Support Team (FST) and the wider Safe Families and Home for Good teams.
6. Lead the Community Volunteer and Engagement team so that they have clarity on the expectation of delivery against contracted agreements. You will have direct responsibility for engagement in the Home for Good priority areas listed above.
7. Provide written reports and data to the Business Support team on progress against contracted agreements.

CHURCH RELATIONSHIPS

8. Work alongside the London Lead + Hub Senior Community Volunteer Manager to develop a strategic plan to inspire and activate a strategic plan to impact churches across the city.
9. Building and maintaining strong relationships with church leaders and local faith networks, especially in priority Home for Good areas (currently Croydon, Merton, Sutton and Barnet) and supporting the team to reach pan-London for our PACT Agreement.
10. Working closely with local members of our Church Champions network.
11. Introducing churches to the work of Safe Families and Home for Good, activating how a partnership may fit within their vision and mission to serve the local community.
12. Delivering compelling presentations about the work of Home for Good and Safe Families; this includes Sunday delivery up to twice a month and some evening work.

VOLUNTEER MANAGEMENT

13. Activating and supporting Home for Good Champion Volunteers and Peer Support Volunteers across the City, with the guidance of the Home for Good Head of Reach, Impact and Insight.
14. Working with Home for Good's Head of Reach to ensure suitability of Champion Volunteers and Peer Support Volunteers and providing regular support and resources when needed.
15. Line managing the team in recruiting Safe Families volunteers and supporting them through Safe Families' Approval and Training Process. This includes conducting 1-2-1 suitability assessments for prospective volunteers and involvement in virtual and face to face Safe Families volunteer training.
16. Providing pastoral support to volunteers so that they feel confident and comfortable, assessing the ongoing needs of volunteers. Where needed, working with our Family Support Team to ensure Safe Families volunteers feel encouraged, equipped, and empowered to support families.
17. Assisting the Family Support Team in communicating requests for support to the Safe Families volunteer base, seeking to find appropriate volunteers to match the support required.
18. Being the DBS Lead Recruiter for London, processing volunteer and staff checks, recording and reporting results.

GENERAL RESPONSIBILITIES

19. Participating in the wider team life of Safe Families and Home for Good, which will include occasional out of hours events such as volunteer evenings and training days, staff conference away days, providing cover for an on-call rota.
20. Community networking and collaborative working with organisations/individuals from faith and non-faith contexts who may be interested in supporting or partnering with Safe Families and Home for Good.
21. Recruiting prayer partners.
22. Taking an active role in fundraising for the work of Safe Families and Home for Good. This includes, but is not limited to, engaging in finding monthly Financial Supporters, participating in sponsored events and helping Safe Families connect with local businesses.
23. Being a champion and advocate for the compassionate ethos of the charity, which is rooted in the historic Christian tradition of showing kindness and hospitality to those in need.
24. Using administrative and IT skills to ensure church and volunteer information is accurately entered onto the database and updated regularly.

PERSON SPECIFICATION

ESSENTIAL CHARACTERISTICS

1. Love for the poor and marginalised.
2. Passion for the vision of Safe Families and Home for Good and the role of the Church in this.
3. Teachability and humility.
4. Emotionally intelligent, honest, supportive, approachable, and encouraging.
5. Courageous and up for a challenge.
6. Highly relational with a professional manner.

ESSENTIAL EXPERIENCES, SKILLS AND ABILITIES

7. Ability to confidently present and galvanise the Safe Families and Home for Good vision and model clearly and to facilitate the understanding of Safe Families and Home for Good by others.
8. Experience in networking and relationship building with church and community leaders
9. Experience of volunteer management either through church or voluntary settings.
10. Experience of working with individuals, churches and community groups in London reflecting the diversity of the area's demographics and churchmanship.
11. Experience of operating within and leading a team, able to juggle multiple demands and helping others as needed.
12. Ability to work independently, display initiative and bring creative solutions to challenging situations.
13. Ability to produce strong written communications.
14. Ability to be reflective of own practice in order to ensure high quality of service.
15. Ability to work to targets and deadlines with a strong work ethic.
16. Competent at managing a range of administrative tasks.
17. Flexibility in being able to work some evenings and weekends.
18. Experience of exercising good judgement in terms of sensing both character and skill in others.
19. Basic proficiency in using IT software, e.g., Outlook for managing calendar appointments.
20. Ability to drive across the region with access to own vehicle.

DESIRABLE EXPERIENCE. SKILLS AND ABILITIES

21. Experience of direct working with children and families.
22. Established leadership role within a church or community organisation on a voluntary or employed basis.
23. Good prior knowledge and experience of Safeguarding with the ability to support volunteers if they have to forward concerns or deal with disclosures.

FURTHER NOTES

EQUALITY

We actively encourage applications from Black, Asian and minority ethnic background candidates.

SAFEGUARDING

Completion of the recruitment process will involve the candidate being screened through an Enhanced DBS check. A criminal record will not necessarily be a bar to obtaining a position. A copy of our Rehabilitation of Offenders policy statement is available on request from recruitment@safefamilies.uk

If applying for a role in Northern Ireland, the application to AccessNI is governed by the AccessNI Code of practice which can be found [here](#).

OCCUPATIONAL REQUIREMENT

This post has been identified as having an “occupational requirement” under Schedule 9, Part 1, paragraph 1 and 3 of the Equality Act 2010 where it is a requirement that this post be filled by a Christian (currently active and committed to the Christian faith). All candidates must evidence they support the vision and values of the organisation.

APPLICATIONS

To apply please complete the application form via our website prior to the closing date - Saturday 31st August.

safefamilies.uk/vacancies

If you would like to discuss this role further please contact Nick Harris
nickharris@safefamilies.uk (07436 141652)
or email recruitment@safefamilies.uk

APPLY NOW



Safe Families

