

Volunteer Safeguarding Trainer Role Description

The Church of England is committed to promoting a safe environment and culture for children, young people and vulnerable adults.

The individual appointed to this role will be expected to work within the policy and procedures of the relevant safeguarding policies and attend all required safeguarding training.

Name of church/body	Diocese of St Edmundsbury and Ipswich
Role title	Volunteer Safeguarding Trainer; Level One, Level Two
Main purpose of the role	To support the diocesan safeguarding team to deliver the training modules Basic Awareness and Foundation from the Learning and Development Framework produced by the National Safeguarding Team. The diocesan safeguarding team may also request assistance with the delivery of other modules from the Learning and Development Framework.
What you will be doing	<u>Level One:</u> Using the online training modules provided by the National Safeguarding Team you will facilitate the training for up to 3 people at one time. <u>Level Two:</u> Using the resources provided you will be delivering 'in-person' training to groups of up to 8 people. If you are working with another trained deliverer, you will be able to work with groups of up to 32 people. You will be responsible for informing the training team of the arrangements you make for training events. This includes who attends so that appropriate certificates can be issued, and records maintained.
When and where you will be doing it	The training events will take place at a time and venue that is suitable to you, and the group you are working with. This may include evenings and weekends as well as during weekdays.
Disclosure & Barring Service (DBS) Requirements	An enhanced DBS check is required for this role.
Who you will be responsible to	You will be responsible to the Assistant Diocesan Safeguarding Officer, however your main contacts within the Diocesan team will be the Safeguarding Trainers and Training Coordinators Lisa Hicks and Lindsey Moss. Plus, the Safeguarding Administrator Alison Baalham. They will work with you to ensure you are fully trained for the role including ongoing training and refreshers once you are in post.
Training requirements	Prior to starting this role you will need to have up to date Church of England Safeguarding training up to Leadership Level. This level of training must be maintained by refresher training every three years.
Support you will be given	The diocesan training coordinators (Lisa Hicks and Lindsey Moss) will ensure you have the resources you need for training delivery. If you incur any costs in printing resources for training, or travelling to training venues outside your own Benefice, these costs can be claimed as expenses. The training co-ordinators will work with you to ensure you are confident in the delivery of materials. This may include observations of your training delivery to ensure standards of the National Framework are being upheld. You will also be given support to answer any questions that may arise during training sessions that are not covered by the delivery materials.