



<b>Job Title:</b>	<b>Head of Safeguarding</b>
<b>Department:</b>	<b>Business Operations</b>
<b>Reporting:</b>	<b>Business Operations Director (Club) + Operations Director (Trust)</b>
<b>Location:</b>	<b>27GWR</b>
<b>Salary:</b>	<b>£40,000 - £45,000 per annum</b>

### **Background**

Brentford Football Club is a Premier League football club based in the London Borough of Hounslow. The Club was founded in 1889 and has been through a period of great change in the past year. Brentford moved to a new, 17,250-seater stadium with outstanding facilities for fans, broadcasters, corporate guests, and the community in the summer of 2020, having previously played at their historic Griffin Park home for 116 years.

At the end of the first season in the new stadium, Brentford won promotion to the Premier League. The Club's first season in the top-flight of English football since 1947 will start in August 2021. Promotion and a move to a new stadium are parts of a longer-term vision that aims to see Brentford FC sustain top level football on the field and ensure that the Club is sustainably run off the field.

Situated next to the M4, the new Brentford Stadium is at the centre of the Brentford East redevelopment scheme, which includes the construction of more than 900 new homes, a new purpose-built location for Brentford FC Community Sports Trust, and a public square with shops and cafés. Brentford FC plays a very active role in its local community.

The Club is a four-time winner of the EFL Community Club of the Year Award and is the only professional football club in the UK with a Business in the Community and Community Mark Award. In total, Brentford FC Community Sports Trust delivers more than £13 million of social benefit to the West London area.

The Trust delivers both universal and targeted programmes to over 10,000 children and adults each year, including many of the most vulnerable. Keeping children safe whilst improving their life chances is our top priority.

### **The Role of the Head of Safeguarding**

The Head of Safeguarding is a new role which will work across both Club and Trust to provide a clear sense of direction and purpose that assists both organisations to deliver their safeguarding strategies and implement policies and procedures that aim to promote and protect the welfare of children and adults at risk.

### **Main Accountabilities**

- Lead the development and delivery of the Club and Trust's safeguarding strategies





- Ensure compliance with all statutory obligations under relevant legislation, rules, regulations, standards and guidance as laid down by the football authorities under which the Club and Trust are bound (i.e the Premier League and the FA)
- Proactively identify and mitigate safeguarding risks to individuals and to the Club and Trust
- Lead on the development, implementation and regular review of the Club and Trust's safeguarding policies, procedures and practices and ensure that they meet statutory and football authority requirements and are aligned with best practice
- Ensure that all internal and external stakeholders receive regular, relevant education in line with their level of role, responsibility and engagement with children and/or adults at risk
- Provide regular direction, reports and updates to the Business Operations Director (Club) and Operations Director (Trust) for use with various Boards (Management, Non-Exec Directors, Trustees)
- Work with HR and Head of department to develop and implement safer recruitment and induction practices across the Club and Trust
- Work to embed a culture of strong safeguarding awareness, engagement and working practices across the Club and Trust
- Provide support, guidance and direction to staff in respect of all safeguarding incidents, concerns or allegations and ensure full evaluation of any lessons learnt
- Ensure all Safeguarding Officers are appropriately trained, supported and regularly supervised and facilitate regular Safeguarding Committee meetings
- Develop and maintain relationships with statutory and football authorities (such as the Police, Children's Services, Local Safeguarding Children Board, Local Authority Designated Officer, Safeguarding Vulnerable Adults Teams, NSPCC the Premier League, the Football League and the FA)
- Ensure continued professional development by regularly attending relevant training and keeping up to date with current safeguarding issues and risks as well as changes to legislation, statutory guidance and best practice.

### **General Club Accountabilities**

- To ensure compliance with all relevant Club policies, including health and safety policies and with specific reference to the data regulations (GDPR and PECR)
- To ensure compliance with all relevant legal, regulatory, ethical, and social requirements , including Working Together to Safeguard Children
- To live our values and demonstrate inclusivity in all areas of work
- To ensure compliance with all Club and regulatory requirements related to safeguarding, and to ensure the Club's safeguarding processes are followed where there may be safeguarding concerns.
- To build and maintain good working relationships both internally and externally, maintaining a professional image at all times when representing Brentford FC.
- To keep confidential any information gained regarding the Club and its personnel.
- To maintain a flexible approach to work at all times





- To ensure compliance with all safeguarding processes and procedures.

### **Key Internal Relationships**

- Business Operations Director (Club)
- Operations Director (Trust)
- Safeguarding leads (Club and Trust)
- Fan & Community Relations
- Football Department (specifically B Team)
- Venue Operations
- Brentford FC Community Sports Trust

### **Person Specification - Essential Personal Characteristics**

- Relevant, professional and recognised safeguarding qualification and/or verified equivalent experience
- Current and relevant safeguarding training
- Evidence of person-centred approaches and an understanding of the rights, needs and best interests of children and adults at risk
- Up to date knowledge of safeguarding best practice, research and legislation
- Demonstrable experience within the safeguarding sector or in a comparable organisation and role
- Ability to, and experience of, implementing effective safeguarding practices within diverse environments
- Proven ability in safeguarding case management and sound understanding of the roles and responsibilities of statutory authorities as set out in DfE Working Together to Safeguard Children
- High level of integrity with the ability to deal with sensitive and confidential matters
- Understanding of how to work safely with children and/or adults at risk and uphold generally accepted practice when working with those groups
- Promote, adhere to and implement the Club and Trust's policies and work to consistently embed equality and diversity within both organisations
- Excellent interpersonal and relationship management skills
- Excellent planning and organisational skills to effectively manage and deliver a diverse workload, often with minimal resource
- Highly motivated with a positive, solution-focused attitude

### **Person Specification - Desirable Characteristics**

- Knowledge of the CPSU's standards in Child Protection in Sport would also be advantageous
- Practical experience of working with children and/or adults at risk





## To Apply

Please submit your CV and Cover Letter to the application below by Tuesday 23rd November 2021

<https://hr.breathr.com/v/head-of-safeguarding-19715>

Any applications without attached documents will not be considered.

If you do not hear back from us within two weeks post application closing date please assume you have been unsuccessful. Due to the volume of applications received we are unable to get back to all applicants.

We aim to be an inclusive and diverse Club; therefore, it would be great if you could spend a couple of minutes to complete our Equality and Diversity Monitoring Questionnaire using the link below:

<https://forms.office.com/r/yvTE3Ua2vG>