Person Specification

Post Title:	Community Safety and Safeguarding Manager		
Directorate:	Service Delivery		
Location:	Leicestershire Fire and Rescue Service Headquarters		
Grade:	Grade	**Date:**	Oct 2022

Guidance Notes

Please note that 'Essential' denotes those requirements, which the applicant **must** hold to be shortlisted for interview.

	Requirements: E = Essential D = Desirable	E/D	Measure (see below)
Knowledge and Experience			
Delivering Results & Meeting Customer Expectations	A proven track record of innovation, change management and achievement in strategic activities aimed at continuous improvement of quality services and satisfying customer needs.	E	2,3
Analysing	Proven experience and ability to analyse, interpret and present complex data/issues and matters to a range of audiences both orally and in writing	E	2
Planning & Organising	Experience of managing financial, physical and human resources to time, budget and quality outcomes to achieve organisational strategies and objectives	E	3
	Experience of planning and delivering projects using best practice project management methodologies	E	3
Deciding and initiating Action	Able to demonstrate developed organisational skills; able to balance project delivery workload with a management role	E	1
Leading and Supervising	Demonstrative experience of managing a community facing team, and/or department, delivering safeguarding functions. Motivating, empowering, coaching and mentoring others to achieve organisational goals	E	1,2,3
	Operated at middle manager level within a private and/or public sector organisation	D	1,3
Persuading and Influencing	Experience in using specialist knowledge with demonstrable results of adding value to an organisation	E	1

Equality and Fairness			
Minimum requirement Particular EO requirement for the post	Willing to undertake an Enhanced DBS record check	E	1
	Sound knowledge of and commitment to Equality, Diversity & Inclusion	E	1,3
This is law and part 7 of the Code of Practice on the English Language requirements for public sector workers.	The ability to converse at ease with members of the public and provide advice in accurate spoken English.	E	1,2,3
Qualifications and Training			
Academic Professional Job related Vocational	Level 3 Safeguarding qualification or higher	D	1,2
	Level 5 Leadership and Management qualification or equivalent practical experience at middle manager level.	E	1,2
	Willing to undertake required training/updates identified for the role	E	1,3
Skills			
Adapting & Responding to Change	Demonstrates ability to deal with ambiguity and the positive opportunities it presents. Drives and creates an environment for new ideas and change initiatives	E	1,3
Planning & Organising	Highly developed organisational skills to balance competing priorities and to meet deadlines	E	3
Adhering to Principles & Values	Demonstrates personal credibility and political awareness and sensitivity to support and enact processes at a political level	E	1,2
	Displays ethical standards commensurate with a public sector role and is a positive role model	E	1,2
	Takes accountability for own actions and decisions	E	1,2
Creating and Innovating	Ability to recognise opportunities for improvement and lead a team to produce new ideas and approaches; produces a range of solutions to problems	E	2,3
Other			
	Possess a valid UK, EU or EEA driving license	D	1

Guidance Notes
In weighing the factors "essential" denotes those requirements that the candidate **must** hold. The qualities specified must be strictly based on requirements to perform the job and must not be unnecessarily restrictive or demanding.

Competencies for this role:	Measure
Delivering Results & Meeting Customer Expectations	2,3
Analysing	2
Planning & Organising	3
Deciding and initiating Action	1
Leading and Supervising	1,2,3
Persuading and Influencing	1
Skills for this role:	**Measure**
Adapting & Responding to Change	1,3
Planning & Organising	3
Adhering to Principles & Values	1,2
Creating and Innovating	2,3

Measures
1 = Application form
2 = Testing
3 = Interview
4 = Pre-screening
5 = Other (e.g.: DBS check/ Certificates)