

European safeguarding officer, Triratna

Application deadline: Monday 20th February 2017

Up to one day per week

To start as soon as possible

Person specification

- This is an Order post.
- The ideal candidate would have experience of safeguarding work in the UK, for example from professional work in social services or the probation service. (Most European centres are in the UK and need to meet British safeguarding requirements.)
- However, we will be happy to hear from Order members with other relevant experience.

You will need

- Good communication skills, spoken and written
- Willingness to work online much of the time
- Ability to consult and work with others
- Patience and diplomacy
- Self-confidence

Job description

To work for Triratna's European Chairs as an extension of the Development Team, providing safeguarding guidance for Triratna centres and enterprises, developing policy and training and helping to build a shared body of expertise and precedent with regard to

- Safeguarding children and vulnerable adults and
- Order ethics more generally

In order to integrate these two areas, some of the work will require co-operation (online) with a new Ethics kula including the overall Order convenors, the president of the College and one or two other members of the Order with experience of safeguarding work.

Employment and oversight

- Initially this is a one-year post, subject to review after six months.
- You would work from home, up to one day per week on average
- Supported by Munisha and managed by Nandavajra

What you will do

In consultation with Munisha, your first tasks would be to

- a) book external, tailored, training on protecting vulnerable adults/adults who may be at risk
- b) update the existing Model safeguarding documents
- c) review the Model ethical guidelines and Protocol for dealing with serious ethical breaches within the Order with the help of Saddhaloka, Parami and Lokeshvara
- d) integrate these two sets of documents in line with UK best practice.
- e) Agree with Saddhaloka, Parami, Lokeshvara and Munisha how to launch the new documents.

Thereafter you would

- a) Keep these documents up to date, publishing new iterations annually, or as needs develop.
- b) Help Centres with questions/problems.
- c) Help the Order convenors and College deal with ethical problems as they arise
- d) Stay abreast of developments in Safeguarding policy
- e) Offer training to Centres from time to time, either personally or with an external trainer.

What you won't do

- a) Write Centres' own policies
- b) Disclosure and Barring Service (DBS) checks for UK centres.
- c) Investigation of ethical breaches/allegations from the early days of Triratna. (This is being done by others.)