

# VOLUNTEER ROLE DESCRIPTION

**Name of Organisation:** The Purim Trust

## Our Vision:

Our hope is that the vulnerable and marginalised would come to know freedom and fulness of life through experiencing God's unconditional love. That through our work we could impart HOPE to those who are broken or in need – a HOPE that ignites purpose, restoration and self-sufficiency.

## Our Mission:

- To offer children in our Child Sponsorship Programme everything they need to keep HOPE alive – not only their basic physical needs and education, but their spiritual needs as well. We want children to know that they are loved by God and that they matter.
- To work towards finding ways to help families become self-sufficient.
- And through all our work, especially our Trust Talks ministry, we want to inspire HOPE to those who have experienced trauma, shame or abuse, leading them to restoration and a life of freedom and purpose.

## ROLE TITLE

### SAFEGUARDING ADVISOR

## LOCATION

Working remotely (own laptop needed)



## SALARY

Volunteer work



## PURPOSE OF ROLE

To provide advice, guidance, and support to staff, volunteers, and beneficiaries of the charity on all matters relating to safeguarding; child protection.

## ROLE DESCRIPTION

To develop and implement policies and procedures to safeguard the welfare of our staff, volunteers, beneficiaries, and other stakeholders.

Additionally, providing expert advice, guidance and training to our team and ensuring that safeguarding is embedded into all our programs and activities.



## COMMITMENT

2-4 hours per month

Plus 1.5 hour Team Meeting every 3/4 months (for whole of UK team) for team building and support.



## LIST OF EXAMPLES OF TASKS

- Provide advice, guidance, and support to our team on safeguarding matters, including responding to concerns, reporting incidents, and managing disclosures
- Deliver safeguarding training to our staff, volunteers, and partners, and develop resources to support their learning and development
- Work closely with other departments to ensure that safeguarding is integrated into all our programs and activities
- Monitor and evaluate our safeguarding arrangements, including reviewing and updating policies and procedures, conducting audits, and analysing safeguarding incidents
- Represent the charity on safeguarding matters, including attending meetings, contributing to policy development, and participating in advocacy and campaigning activities

## SKILLS/ EXPERIENCE NEEDED

- Experience of working in a safeguarding role is essential, ideally within a charity or non-governmental organisation
- Strong knowledge of safeguarding legislation, policies, and procedures, including those related to child protection, vulnerable adults, and sexual exploitation and abuse
- Excellent communication, interpersonal, and organisational skills
- Ability to work independently and as part of a team, and to manage multiple tasks and priorities
- Experience of delivering training and developing resources on safeguarding
- A commitment to upholding the rights and welfare of vulnerable individuals and to promoting equality, diversity, and inclusion



## ENROLMENT & TRAINING

Individuals who are interested in volunteering must first complete an application form. After that, they will be scheduled for an interview. If they are accepted, they must agree to the terms of the agreement. Any successful applicants will be given a training induction session about what is expected of a Volunteer as well as background information about the charity to date and how to word/phrase/write things for our charity and branding.