



DESIGNATED SAFEGUARDING LEAD
Role Profile

TERMS OF REFERENCE DESIGNATED SAFEGUARDING LEAD

This document details the role of the Designated Safeguarding Lead (DSL) of The Duke of Edinburgh's International Award Barbados (the "Award").

Position Summary

As a member of the National Award Council (the "Council"), the Designated Safeguarding Lead (DSL) is responsible for ensuring the safety and welfare of all Participants, Volunteers and Staff within the Award. Specifically, the DSL acts to:

- Ensure the organization functions within the legal and regulatory framework related to safeguarding and child protection.
- Uphold and implement the Award's safeguarding policies and procedures, ensuring they are followed by all representatives of the National Award Operator (NAO).
- Promote a culture of safety within the organization.
- Review and update safeguarding policies regularly to ensure they reflect best practices and legal requirements.

Appointment and Terms of Service

The DSL is appointed by the National Award Council in consultation with the Award Trustees and serves at its behest, subject to performance.

Specific Roles

- Ensure the organization complies with Safeguarding Legislation and Regulations, as well as the licence signed with The Duke of Edinburgh's International Award Foundation.
- Ensure the organization pursues its safeguarding objectives as defined in its policy documents.
- Ensure the organization uses its resources to support and protect Participants and does not engage in activities that compromise safety.
- Contribute actively to the Council's role in setting strategic direction for safeguarding policies, defining goals, and evaluating performance against agreed targets.
- Safeguard the good name of the Award in relation to Participant welfare.
- Ensure the effective and efficient administration of safeguarding measures.
- Ensure the financial stability of the NAO with regards to funding for safeguarding initiatives.
- Protect and manage the property and proper investment of funds to ensure safety standards are maintained.
- Support the appointment of the Operations Manager and monitor their performance in relation to safeguarding responsibilities.

Other Duties

In addition to the above specific roles, the DSL should use their specific skills, knowledge and experience to help the Council make sound decisions. This may involve:

- Scrutinizing papers related to safeguarding
- Leading discussions on safeguarding issues.
- Focusing on key safeguarding priorities.
- Providing guidance on new safeguarding initiatives.
- Raising funds to support safeguarding measures.
- Addressing other matters related to the Council's Safeguarding Expertise.

Core Values

Alignment with the core values of the Award in Barbados, including:

Responsibility, accountability and Integrity
Teamwork and empowerment
Social responsibility and outreach
Voluntarism, transparency and equity

Competencies

Commitment – Strong passion for, and commitment to, the Award, our mission and values, the communities we serve, and for the Participants whose lives the Award enriches.

- **Vision** - The vision and intellect to grasp the strategic challenges and opportunities facing safeguarding within the Award.

Professionalism – Strong Ethics, integrity, resilience, optimism, and a well-developed sense of realism.

Planning and Organizing – Attention to detail and ability to plan work assignments

Teamwork – Ability to work effectively as a member of a team; sensitivity to cultural differences

Relationships –Excellent communication, negotiation and advocacy skills with the ability and presence to represent the Award in public, build effective relationships at all levels, and influence senior figures in government, business, and the media.

Leadership – Good, independent judgement, tact and diplomacy, and the ability to give clear, effective, sensitive and consistent leadership in safeguarding measures; Ability to take decisions for the good of the Award

Education and Background

- Education commensurate with the area of expertise.
- Knowledge of safeguarding and child protection legislation and best practices.
- Willingness to keep knowledge up to date and develop in areas relating to this role
- Comprehensive experience in understanding and managing safeguarding risks.
- A demonstrable knowledge and interest in the welfare and development of young people.
- Must be willing to complete an Award Orientation and Basic Award Training within 3 months of appointment.
- Subject to the Award Code of Conduct and related Policies.
- Must be willing to be subject to formal vetting for criminal background or potential conflicts of interest

Experience

- A track record of leadership in safeguarding, child protection or welfare management at a senior level in the public, private or third sector.
- Strong experience in developing and implementing safeguarding policies.
- Evidence of managing and motivating an organization as part of a governance board is desirable.
- A Duke of Edinburgh Gold Award Certificate and completion of Award Leadership Training are desirable.
- Experience in the youth development field is desirable.

Resignation/Termination

- Member has reached the age of 75 years.
- Member is convicted of a criminal offence
- Member is not in good financial standing on the date of the AGM.
- Member becomes of unsound mind or perishes.
- Absence for more than three consecutive meetings without sufficient cause, subject to review by the Council.