



Equality, Diversity & Inclusion Practice Lead

Service	Reporting to	Location	Grade
Adult social care	TBC	Civic Centre	4B

About the role

Work with colleagues and communities from different backgrounds and experiences to develop and deliver an EDI action plan which will enable our service to become a diverse and inclusive organisation in its internal and external relationships.

Key outcomes

Development and Implementation of the Service's anti-racism strategy and action plan

1. Lead on and contribute to the development and monitoring of a service EDI strategy and action plan which articulates our service's stance and values#
2. Act as secretary to the EDI Reference Group being established within Salford adult social care
3. Prepare and present reports, recommendations, and presentations for the Senior Leadership Team. Practice Development
4. Across our social care, provision, and business support workforce, raise awareness of equality, diversity and inclusion, and encourage people to support each other to do the same.
5. Draft guidance and create practice tools to share good practice and enable critical reflection and further embed the organisation and professional standards in relation to EDI and anti-discriminatory and anti-oppressive practice.
6. Develop our learning offer by designing and facilitating practice development sessions for the workforce which embed organisational and professional standards for social care staff in relation to EDI and anti-discriminatory and anti-oppressive practice.
7. Develop and maintain up to date expertise in anti-oppressive practice, to be able to support the learning of practitioners in this area.
8. Work with the Learning & Development Team to source, develop, review, and deliver training programmes for the workforce which includes content on equality, diversity and inclusion Workforce
9. Critically appraise all existing and proposed policies, procedures and practices policies to ensure they support equality, diversity and inclusion principles.
10. Consider how our processes are fair to all and assess any barriers to access and in-work progression.
11. In accordance with applicable law, and in partnership with the Senior Leadership Team, work towards improving the diversity and equality of the workforce at all levels and functions within the organisation, to ensure that we are representative of our communities.
12. Encourage all employees to bring different ideas, innovation and creativity to help improve what we do and how we do it.
13. Develop, encourage, and support staff networks to enable peer support and challenge.

14. Create and develop positive action mentoring schemes for people with protected characteristics who wish to progress their careers through the organisation and beyond.

15. Roll out our proposed reverse mentoring scheme and encourage widespread participation, including for our senior team and board.

Data & Benchmarking

16. Consider how we will use the data we collect (e.g. through recruitment, exit interviews and on the ASYE programme) to ensure that we understand how certain groups are represented in our different processes and to help us ensure that processes are equitable and inclusive, that no one group is disadvantaged.

17. Help to review our approach to collecting data from job applicants, employees and people who use our services to identify improvements that we can make on an ongoing basis to ensure that we are inclusive.

18. Work with HR to help embed the social care workforce race and equality standard (SCWRES) Communications and Engagement

19. Create safe spaces, systems, and times to talk, share experiences and learn from each other.

20. Provide specialist advice on complex EDI matters to managers, workers, and the Senior Leadership Team and to ensure the principles of equality are applied consistently throughout the service.

21. Communicate your messages consistently and ensure the conversation is two-way.

22. Champion EDI approaches and provide consultation to social care practitioners to help identify and understand the impact of racism and other forms of discrimination.

23. Co-create a systemic approach for practical action by working across the organisation with, including the PSW, EDI Officer, Social Work Strategy & Development Manager and Staff Forums.

24. Represent Salford City Council and raise awareness of EDI issues within the Council, partner organisations and the wider community.

25. Work positively with communities and others to build cross-service partnerships to develop best practice and shared plans

26. Act as Salford adult social care's representative on ADASS GM and ADASS NW networks to support anti-racist and anti-oppressive practice.

General Activities / Outcomes

27. To be responsible for own professional development and participate in relevant training.

28. To participate in supervision, appraisal and other development activities as required by the Service Directors for Adult Social Care and service policies and procedures.

29. To comply with all Council policy and procedures and understand legal obligations, structures, and behaviours within Salford City Council.

30. To comply with the Council's Health and Safety Policies and Procedures.

31. To comply fully with the Council's Driving at Work Policy.

32. Attend relevant meetings and Board membership

What we need from you

- To model and demonstrate our values and behaviours.
- List all other skills needed for the role, with a focus on soft-skills and transferrable skills. List any specific experience needed but only if essential. List any qualifications needed for the role.

Requirements for the post		
	Essential	Desirable

<p>Qualifications/ Training</p>	<p>Educated to degree or equivalent level qualification (Application Form)</p> <p>Substantial post qualification experience of working with minoritized communities (Application Form and interview)</p>	<p>Social Work Degree (or its equivalent). (Application Form)</p> <p>Current registration with Social Work England (On-line)</p> <p>Experience of working in an, relevant voluntary sector organisation local authority, higher education institution or health and social care setting</p> <p>Clean Driving Licence (Application Form)</p>
---------------------------------	--	---

<p>Knowledge</p>	<p>Good working knowledge of equality and diversity legislation including Equality Act 2010 and Human Rights Act 1998 and anti-oppressive and anti-racist practice and principles (Application Form and Interview or Assessment)</p> <p>Supporting others to understand equality and diversity legislation (Application Form, Interview or Assessment)</p> <p>Knowledge of Salford's Equal Opportunities Policy</p> <p>Demonstrate and support others to reflect on and manage the influence and impact of their own values, awareness of unconscious bias, and the skilled use of self (Interview or Assessment)</p> <p>Extensive experience of consultation and negotiation with people, services and key partners (Application form)</p> <p>Detailed knowledge and experience of working with minoritized communities and of the issues they face.</p> <p>Recognise discriminatory practices and inequality and develop a range of approaches to appropriately challenge others where required (Application Form and Interview or Assessment)</p>	<p>Knowledge of adult social care legislation – Care Act, Mental Capacity Act.</p>
------------------	--	--

<p>Experience</p>	<p>Experience of delivering whilst working collaboratively with stakeholders. (Application Form)</p> <p>Ability to manage tasks, plan and prioritise within resource constraints (Interview or Assessment)</p> <p>Ability to work in partnership with colleagues, people and their carers and other agencies. (Application Form)</p> <p>Experience of designing and delivering learning and development solutions, e.g. workshops, masterclasses and reflective practice groups (Application Form and Assessment)</p>	<p>Experience of working in a diverse team and with people who access our service. (Application Form and Interview)</p> <p>Experience of researching and writing strategic documents and their supporting policies, practices, and action plans to influence positive change. (Application Form)</p> <p>Experience of working within local government, HEI or relevant voluntary sector organisation (Application Form)</p> <p>Experience in leading practice and service developments</p>
<p>Physical Skills</p>	<p>IT literate specifically:</p> <p>Ability to operate a keyboard with precision and accuracy and knowledge of:</p> <p>Word</p> <p>Outlook</p> <p>Power Point</p> <p>Excel</p> <p>Social media</p> <p>Copilot and other approved AI applications</p> <p>(Application Form)</p>	

	<p>Ability to travel district wide and outside of Salford when required. (Application Form)</p>	
<p>Competencies and other skills required</p>	<p>Demonstrate commitment to the Council’s values around equality, diversity, and inclusion (Application form and Interview)</p> <p>Excellent report writing skills (Application Form)</p> <p>Proven ability to focus on outcomes and demonstrate a “can do” approach (Application Form and Interview or Assessment)</p> <p>Confident about using own initiative (Application Form and Interview or Assessment)</p> <p>Working as a member of a team and collaborating with the Senior Leadership Team, people who access services, communities and colleagues both internal and external to the Council (Application Form, Interview)</p> <p>High level of influencing and negotiation skills, ability to manage and engage stakeholders, and ability to track progress, assessing impact as well as challenging management when necessary and appropriate (Application Form and Interview or Assessment)</p> <p>Provide guidance and support colleagues providing high support</p>	

	<p>and appropriate challenge where required (Interview or Assessment)</p> <p>Inform, guide and model good practice in the application of understanding of identity, diversity to practice and taking up issues when principles and legal requirements are contravened in the organisation or work setting. (Interview or Assessment)</p>	
--	--	--

<p>Responsibility for Resources</p>
<p>Employees (Supervision):</p>
<p>Financial: None specific to this role but to be aware of budgetary demands on the service.</p>
<p>Physical: Responsibility for high levels of confidential information.</p>
<p>Service Users:</p> <p><u>Internal</u> The post holder directly impacts on improving effective working relationships to improve the personal outcomes of Salford’s communities.</p> <p><u>External</u> The post holder directly impacts on improving personal outcomes, social justice and citizenship for Salford’s Communities within an Integrated Care System.</p>

<p>Working Conditions: The council operates a no smoking and flexible / agile working policy. There is a requirement for this role to be flexible about working location which may be between work sites. As such, the post holder will be required to travel to work sites predominately within</p>

Salford, but occasionally throughout Greater Manchester and further afield to attend regional meetings and network events.

The post holder may be working with the general public and there may be a degree of dealing with difficult situations.

Characteristics of the post:

- The post holder will be required to work within the Flexible Working Policy in meeting business needs..
- Employees are required to participate in learning and development activities in order to enhance their own personal development around their role.

The employment checks are required:

- Evidence of entitlement to work in the U.K.
- Evidence of essential qualifications
- Two satisfactory references (of which one should ideally be from a community group or other organisation with which the applicant has worked in partnership)
- Confirmation of medical fitness for employment
- Registration with appropriate bodies

The following employment checks are required for those positions which are based in a school or working with vulnerable young people and adults:

- Evidence of a satisfactory safeguarding check e.g. DBS check at the relevant level

What we can offer you

Your ongoing professional development and success in your role is important to us, and that is why we provide a variety of learning and development opportunities. Within the sections below you will find development options tailored to you which will enable you to further develop your existing skills and learn new ones at a pace that suits you best. If you are joining us now, your development will form part of ongoing discussions with your manager. If you are an existing employee, you should use your Personal Development Reviews to discuss your development with your manager and create your development journey. It's important you also take full advantage of any informal learning available to you during the course of your work.

Online learning

Develop your knowledge across a wide range of areas through our Me-Learning platform, with over 200 free courses to choose from. To have the best possible start and comply with current legislation, you must complete the following modules: Welcome to Salford, Health and Safety in the Office, GDPR, Equality Essentials, and Safeguarding Children and Adults. You may also benefit from a variety of courses in categories such as Business Skills, IT and Project Management which are available to learn at your own convenience and pace.

Professional Development

Gain role specific skills and time to learn through a wide range of development opportunities. Learn whilst working and get support towards your qualification through an apprenticeship standard. Access professional development ranging from entry level to master's type qualifications, including achieving a role appropriate qualification. Details can be found on [the Institute of apprenticeships](https://www.instituteforapprenticeships.org/) website.

Tailored Development

Use this space to add any training or learning available specific to this role.

A digital organisation

Developing your digital skills

Our ambition is to provide our workforce with the right level of digital capabilities needed to be successful. Whatever your current digital abilities are, we can provide development ranging from essential workplace skills to specialist workplace skills. These will be delivered through our Digital Skills Academy using both self-directed and guided learning opportunities to enable you to develop. Additionally, you can access free online courses through the [iDea website](#).

Sharing your digital skills

Our goal is to support you to share your digital knowledge with other people. Our Digital Eagles programme has been designed to cover basic digital skills and build your confidence to assist others. By the end of this programme you will join hundreds of staff members who already are digital eagles, and be able to help colleagues, customers, residents, or people in your personal life with all things digital.

Our organisation's values

We have four values: Pride, Passion, People, Personal responsibility.

[Our four values](#) are central to the way we communicate about the council and the way in which we behave with colleagues, customers, and partners - so that we live and breathe our values each day.

Our values



Pride

Passion

People

Personal responsibility

Application guidance

We are a values-based organisation so reflecting our values or a values-based approach in your evidence will support your application.

The different sections of this role profile are there to give you an understanding of the purpose of the role. The 'what we need from you' section outlines the minimum criteria you will need to meet within your application.

#HappytoTalkFlexible



Salford City Council

Role details

Completed by:

Date:

Job code:

Job score:

Date of evaluation:

#HappytoTalkFlexible



Salford City Council