

## Job Description and Person Specification Profile

<b>Job Title</b>	Local Authority Designated Officer
<b>Job ID</b>	DH33
<b>Service</b>	Children's Services
<b>Grade</b>	J (Scale 40 to 43)
<b>Reporting to</b>	Head Quality, Practice Assurance and Principal Social Worker

### What's the post, and what are we looking for?

As a LADO you will champion **Tameside's Heart of Support Practice Approach**

At Tameside, we believe in:

- **Compassion** – understanding the lived experiences of children and families.
- **Curiosity** – asking questions that lead to deeper insight and better outcomes for children.
- **Collaboration** – working together across services to deliver joined-up support.
- **Conversation** – listening and engaging meaningfully with children, families and professionals.
- **Courage** – leading with courage, making bold and compassionate decisions that put children first.

The 5 C's will be central to all the work that you complete.

Reporting to the Head of Quality, Practice Assurance and Principal Social Worker under the direction of the Assistant Director for Children's Social Care, the post holder will provide the authority wide Local Authority Designated Officer (LADO) function. The LADO role relates to the management of safeguarding allegations and concerns raised against people who work with children and young people in either a paid or voluntary capacity. This will include safeguarding activity within and across agencies inside and outside the Council (including schools, voluntary organisations, clubs and independent organisations). Additionally, the LADO provides support and guidance to organisations around concerns where LADO threshold is not met. The LADO provides training and awareness raising in relation to the safety of children in professional care to organisations across Tameside

### Main Duties and Responsibilities include:

This is a statutory role, set out in the statutory guidance Working Together to Safeguard Children 2026. Responsibilities will include:

- Providing advice and guidance in relation to potential LADO referrals.
- Chairing multi-agency Allegation Management meetings and the contemporaneous maintenance of case records, actions and outcomes.
- Overseeing and using effective systems for tracking progress against plans in relation to individual cases and identifying patterns of concern in relation to individuals or organisations ensuring appropriate action is taken to address the concerns.
- To liaise with external regulatory bodies in relation to complex allegations that may result in disciplinary or legal action ensuring that appropriate referrals to professional regulatory bodies are made.
- Quality assuring process and outcomes.
- Provide professional consultation to organisations on complex suitability cases.
- Responding to local and government required targets, data collection and reporting.

- Providing training to organisations in respect of the LADO role and the organisations' responsibilities and contributing to other training as required.
- Ensuring LADO role and associated safeguarding processes are understood by organisations/settings working with children within the Tameside Metropolitan Borough Council boundaries including those who may not be affiliated to a governing body.
- The post holder may be required to manage a team
- Being an active member of the local and national LADO network.

The post holder will promote excellent practice and outcomes, and consistent thresholds for intervention across services. They will maintain effective liaison and collaboration with senior officers from other council departments and statutory and voluntary agencies and the media, including chairing and participation in inter departmental/agency forums; preparing reports and contributing to press statements; and delivering seminars and other forms of public address, in order to enable the provision of services consistent with Council and Children's Safeguarding Partnership policies, procedures and strategic plans.

The duties may vary from time to time without changing the nature of the post or the level of responsibility, and the post holder may also be required to carry out any other duties appropriate to the grading of the post.

## About you

### Your essential qualifications

- Educated to degree level and professionally qualified - a qualified social worker with current Social Work England registration.

### Your essential skills, knowledge and experience

- Extensive relevant post qualification experience gained in the management of social workers, managers and safeguarding.
- Demonstrable detailed knowledge of The Children's Act 1989, guidance and practice in relation to Child Protection, together with an in depth understanding of Working Together 2026 and Keeping Children Safe in Education 2025.
- Can provide evidence of continuous professional development which demonstrates maintenance of learning and development across the sector and safeguarding expertise
- Experience of leading safeguarding service improvements and change management
- Demonstrable experience of working in a multi-disciplinary context, and of chairing complex multi agency safeguarding meetings and progressing plans.
- Highly developed communication skills, both oral and written, and the ability to present complex subject matter succinctly and clearly and to analyse data and performance trends.
- Ability to think and act strategically, develop strategic plans, solve problems and make decisions regarding children and young people's safeguarding issues.
- Substantial experience of project management and service planning in a similar setting.
- Proven ability to work flexibly and manage a complex safeguarding workload. You will also possess excellent time management skills to prioritise and set appropriate deadlines.
- You will have an in-depth thorough knowledge of issues relating to partnership working in a similar setting.
- Able to build effective relationships within and outside of the Department; an ability to influence decision makers and work collaboratively with stakeholders, to embed fit for purpose solutions and continually develop the LADO service.
- Excellent analytical and reasoning skills with well-developed verbal and written skills, and competent in the use of IT systems (e.g. Microsoft Office). Training will be given in any specialist software needed for the post.
- Senior leadership experience, persuasive and engaging with the ability to lead, coordinate and plan a service.
- Ability to lead, manage and develop a team and hold people to account but also coach and develop a team.
- Knowledge of delivering against equality, diversity and inclusion objectives within relevant service areas.
- Ability to fulfil all spoken aspects of the role with confidence through the medium of English

### If you have the following experience or qualifications – then that's great!

- Recognised management qualification (4)
- Experience and knowledge of Adult Safeguarding issues, where appropriate

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

**What can you expect from us?**

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

**Working together, we are proud to work for Tameside**

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

