



Regional Safeguarding Lead (Northern Ireland & Republic of Ireland)

Department:	Irish HQ
Direct line manager:	National Safeguarding Lead
Place of Work:	Elim in Ireland HQ (Please note that this position can be worked on a hybrid basis. The terms of remote working will be agreed with the Irish HQ Executive Officer and National Safeguarding Lead. You will need to be available to attend an induction at Elim International Centre (EIC), Malvern and attend EIC at agreed intervals).
Working hours:	Part-time 22.5 hours pw
Salary range:	£31,000 - £33,000 pro rata (£15.89 ph
based on 37.5 hr week)	

INTRODUCTION

The Elim Pentecostal Church (or its legal name: Elim Foursquare Gospel Alliance) is a UK and Republic of Ireland based Pentecostal Christian denomination and represents a global network of 500 plus churches in the UK and Ireland and thousands overseas, operating in over 50 countries worldwide. Elim International Centre (EIC), our central administrative office is based in Malvern, Worcestershire where Regents Theological College is also co-located. Elim International Centre has approximately 100 staff.

Elim in Ireland HQ, is based in Portadown, County Armagh covering the work of Elim in Northern Ireland and the Republic of Ireland. We have 55 churches across the island, 44 in Northern Ireland and 11 in the Republic of Ireland alongside a number of church plants. Alongside the Irish Superintendent, there is currently 2.1 WTE staff in Elim Ireland HQ. Elim in Ireland also owns and operates two Nursing Homes in Northern Ireland with around 160 staff.

www.elim.org.uk

THE ROLE

As Regional Safeguarding Lead you will support two designated regions within the Elim Movement, in safeguarding matters. You will also be part of the National Safeguarding Team and will assist in delivery of its wider goals and objectives. Through its casework practice and advice, work on policies, procedures, and training content, the Irish Leadership Team Safeguarding Group works with the National Safeguarding Team and assists Elim churches and departments in developing safer environments for all people including children, and adults at risk. In conjunction with the Irish Leadership Team's Safeguarding Group you will advise Elim's Irish Leadership Team, and Trustees of the Elim Pentecostal Church in Ireland and Elim's National Leadership Team, ministers, employees and volunteers on safeguarding matters.

We are seeking dedicated and compassionate safeguarding professionals with extensive experience in the safeguarding of children and adults as well as an understanding of safeguarding in a Church context. You will have a good working knowledge of legislation and guidance relevant to safeguarding and have an empathy with the mission and ministry of Elim. The post holder will need to become familiar with safeguarding legislation, policy and practice in both Northern Ireland and in the Republic of Ireland.

This role will allow for hybrid working agreed with Elim in Ireland HQ and the National Safeguarding Lead. However, you will be required to attend Elim International Centre,

Malvern on an infrequent basis - but not less than 6 times a year. The nature of this role requires some flexibility in terms of working hours and place of work and will include travel around the island of Ireland as necessary. It will require occasional weekend and/or evening hours with occasional nights away from home including attending some of Elim's events such as Irish Conference, Wondrous Bible week, Flow and Relentless Youth Camp. Attendance may also be required at GB based events including Elim Leaders' Summit.

Duties will include:

- Contribute to delivering the shared goals and objectives of the National Safeguarding Team and Irish Leadership Team, including oversight of application processes including accountability to Access NI in Northern Ireland, policy development, assisting with training content and delivery, covering for team members in their absence.
- Participate in, and provide required reports and updates to, Elim's Irish Leadership Team Safeguarding Group meetings and Elim's Executive Safeguarding Group meetings as required.
- Oversee Access NI application process in Northern Ireland for our churches and nursing homes and the Garda Vetting Service applications process in Republic of Ireland
- Develop and support a volunteer regional safeguarding team.
- Deliver regional safeguarding training and, on occasions, attend church services to speak on safeguarding.
- Ensure that Northern Ireland and Republic of Ireland Elim Safeguarding policies are maintained and updated regularly maintaining alignment with rest of Elim but taken account of procedural, policy and legislative difference in the respective jurisdictions
- Ensure that Elim Nursing Homes maintain an up-to-date Safeguarding policy in line with relevant legislation and Regulation and Quality Improvement Agency requirements
- Support and advise churches with safeguarding casework and be able to attend safeguarding meetings and case conferences as appropriate.
- Work with local churches to advise and support and ensure that reporting and documentation is up to date and uploaded and maintained on Elim's safeguarding database
- Provide general advice and support to Elim churches and departments.
- Work with the ILT and National Safeguarding Lead and local churches in supporting victims and survivors of abuse.

- Offer safeguarding documentation and practice reviews to churches.
- Develop and maintain excellent working relationships both internally and externally.
- Network with safeguarding professionals from other organisations.
- Carry out audits of church safeguarding practices and develop clear action plans.
- Provide regular regional safeguarding reports to the ILT Safeguarding Group and National Safeguarding Lead.
- Working with ILT safeguarding group to make decisions on disclosures received from Access NI/Garda Vetting and dealing with any complex cases and cases/concerns raised.

THE PERSON

	Essential	Desirable
Qualification	- Relevant professional qualification or proven experience in a relevant safeguarding field or professional capacity - Satisfactory Access NI and Garda Vetting checks	Bachelor's degree in relevant subject
Knowledge, Experience and Skills	- Recent and significant professional safeguarding experience (children and/or adults) - Sound knowledge of current legislation, policy and best practice in the protection of children and adults - Experience of contributing to policy and practice development and implementation - Evidence of preparation and delivery of training - Evidence of excellent interpersonal skills - Evidence of successfully handling sensitive situations effectively and confidentially - Excellent oral and written communication skills - Sound judgement and decision making - Highly developed skills in mediation and conflict resolution - Able to demonstrate a high level of enthusiasm, commitment and attention to detail - Able to analyse and interpret highly complex and conflicting information and to communicate these in a clear way to all levels of staff - Ability to anticipate risk and proactively mitigate - Ability to forge effective relationships with a wide range of individuals and organisations and to work effectively in a multi-disciplinary environment - Team player, co-operate with other staff to achieve results	Experience of managing those who pose a risk of harm
Personal Qualities	- Honesty and integrity - Enthusiastic and with a drive to achieve - Demonstrate drive and ambition to deliver change programmes - Tenacity to maintain momentum in managing a detailed and complex workload - Confidentiality - Organised, flexible, innovative and adaptable - High level of political astuteness and sensitivity	
Other Requirements	- Ability to regularly travel where delegated and appropriate - A valid UK driving licence and access to own vehicle - IT literate and advanced working knowledge and computer proficiency of all Microsoft Office packages (e.g. word processing, spreadsheets, PowerPoint, email and internet use) - Ability to use Cognito or other form building software or willingness to learn - To operate with a high level of autonomy, professionalism, passion and dedication to deliver timely standards with a high level of attention to detail and accuracy	Ideally from an Elim background, with some understanding of the Elim Ethos

FURTHER DETAILS

Please note: There is a genuine occupational requirement for this role to be held by a person who subscribes to Elim's foundational truths

This vacancy will close on Tuesday 28 October 2025 at 2:00 pm

Interviews will take place on Tuesday 4 November 2025

Please forward the following to Alison Dunsmore, HR Manager by e-mail (alison.dunsmore@elim.org.uk):-

- A full curriculum vitae; and,
- A covering letter setting out your reasons for applying and how you consider that you meet the person specification for this post.

Should you not include either of these your application will not be taken further.

Further details regarding the interview process will be sent out to the interviewees ahead of the scheduled interview date.

To be considered for this role, all applicants must currently have the right to work in the UK and Ireland or will have secured the right to work in the UK and Ireland by the date of commencement of employment and have a satisfactory Access NI check for Northern Ireland and Garda Vetting Check for Republic of Ireland.

CONTACT

Alison Dunsmore **HR Manager**

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