

**Safe and Sound Group**

**Finance Administrator**

**Candidate Information Pack**

**Contents**

|  |  |
| --- | --- |
| **Content** | **Page** |
| Welcome from the Chief Executive Officer, Tracy Harrison | 2 |
| Our Vision, Mission and Values | 3 |
| Background Information | 4 |
| Organisational Structure | 8 |
| How to Apply and Recruitment Timetable | 9 |
|  |  |
|  |  |
|  |  |
|  |  |

**Welcome from our Chief Executive Officer, Tracy Harrison**

On behalf of the staff and the Board of Trustees thank you for your interest in joining the team at Safe and Sound Group.

This is a pivotal time for the Charity; Whilst specialising in child sexual exploitation we have now progressed to extend our work to cover children and young people at risk of wider forms of exploitation as well as develop a service to support families and the wider community. Throughout Covid-19 we have seen an increase in need for our support and have secured additional funding to increase our services.

Working out of our office in Darley Abbey, Derby, the post holder will support a number of work streams to enable us to meet our strategic objectives and values.

This role will require someone who is a self-starter, enthusiastic, engaging, forward thinking, well organised, able to think outside the box and with a commitment to make a difference to young people.

They will support the Business Manager and the team with financial and data management together with wider general administration duties. They will maintain accurate records of awareness, education and activities carried out with young people using our computerised contact management.

Central to our overall plans is the need to expand our income sources to ensure stability and sustainability. The post holder will need to be a team player as we expect all our staff to contribute to all aspects of Safe and Sound’s work including supporting the fundraising and communications teams.

We are extremely proud of all that Safe and Sound has achieved since its inception and the strong reputation it has achieved amongst professionals, external stakeholders and the public. We are now looking for an outstanding, hard-working, administrator to be part of our high performing team. In doing so, they will be helping us to achieve our mission of “transforming young lives” affected by child exploitation.

If this sounds like something you will relish, I urge you to make an application.

**Tracy Harrison, Chief Executive Officer**

**Safe and Sound: Our vision, Mission and Values**

**Our Vision**

A world where children and young people are free from exploitation.

Our Mission

To transform the lives of children and young people in Derbyshire who are affected by child exploitation.

Through delivering innovative, hands-on programmes, Safe and Sound enables children, young people, families and carers, whose lives are affected deeply by their experience of child exploitation, to move not just to a place of safety, but to emerge unshackled and undefined by their experiences and enabled to reach their full potential. Safe and Sound have over seventeen years specialism in supporting children and young people affected by sexual exploitation and have now expanded their services to those affected by all criminal exploitation.

Our Objectives

* To provide high-quality services for children, young people, families and carers affected by child exploitation
* To empower children and young people who are survivors of exploitation to have a voice and be advocates for change
* To raise awareness of child exploitation and its impact
* To campaign and influence for change
* To provide education and awareness of child exploitation
* To access and contribute to research, using this to inform and shape practice

Our Values

* We are empowering: Safe and Sound empowers children and young people, families, carers, staff and volunteers to work together to transform young lives affected by child exploitation.
* We take the initiative: Safe and Sound takes a leading role in transforming young lives affected by child exploitation.
* We challenge others: Safe and Sound is unafraid of challenging the status quo and giving a voice to victims of child exploitation.
* We are always learning: Safe and Sound shares learning and builds on its knowledge, experience and on evidence to influence change.

**About Safe and Sound**

**Safe and Sound** transforms the lives of children and young people in Derby and Derbyshire affected by child exploitation. It is a local charity with a national profile, promoting best practice across the UK. Since 2002, we have been tackling child sexual exploitation. In 2020 we expanded our services to include children and young people affected by all types of criminal exploitation, such as county lines, trafficking and radicalisation, as these are often interlinked.

Child exploitation is growing nationally and has a devasting impact on the individual child or young person, as well as their wider family and the community. We work within government policy and national programmes to empower children and young people who are survivors of exploitation to have a voice, be advocates for change and to raise awareness of child exploitation and its impact. This is achieved following one-to-one and group support for children affected by child exploitation, empowering them and enabling them to move on in their lives.

**Need and Delivery:**

The trauma of child exploitation has a devastating effect on children’s lives. It can have long-lasting consequences that can affect every part of their life and their future outcomes. It has been shown to affect:

* physical, sexual and mental health and well-being
* education and training and future employment prospects
* family relationships
* friends and social relationships
* their relationship with their own children in the future

The impact of child exploitation is often traumatic for the family, causing tensions and even family breakdowns.

Over 18,700 suspected victims of child sexual exploitation were identified by local authorities in England in 2018-19 (Department for Education). NSPCC reported that recorded sexual offences against children reached an all-time high in 2018-19 with 76,204 offences recorded in the UK – a rise of over 60 per cent since 2014-15.

In 2019 the Internet Watch Foundation processed a record number of reports of online child sexual abuse: more than a quarter of a million reports, an increase of 14% on 2018. More than half showed images and/or videos of children being sexually abused. This equates to millions of images and videos of child sexual abuse.

It is difficult to know the full extent of child sexual exploitation as in many cases it is still not reported or identified.

**Wider child exploitation**

In 2019 within the National Crime Agency briefing on County Lines, Violence, Exploitation and Drug Supply, two in three police forces reported that the exploitation of children and young people was identified in relation to county lines activity. The number of “deal lines” used by city gangs to sell drugs around the UK has nearly tripled from 720 to approximately 2,000 over the past year. One in four police forces reported that children and young people involved in county lines were experiencing sexual abuse. However, the latest report also acknowledged that, although the exploitation of children and young people continues to be reported, the true scale of abuse remains an intelligence gap in many parts of the country.

Criminal exploitation interlinks with a number of multiple vulnerabilities and offences, including the child or young person being exposed to, and/or being victim of, physical and emotional violence, neglect, sexual abuse and exploitation, modern day slavery, radicalisation and human trafficking, domestic abuse and missing episodes.

All forms of exploitation have a hugely damaging impact on all aspects of a child’s life, including on their physical and mental health, relationships with family and friends, and their education.

Whilst we will retain our expertise in child sexual exploitation, we are expanding our work to include other forms of child exploitation. This will enable us to take a coordinated approach to supporting children who are vulnerable to exploitation, working in partnership with services and organisations across our community.

**The local picture: Derby and Derbyshire**

Derbyshire has a mixture of heavily built up areas and large rural areas and a population of 1.053 million. Over 25% of Derbyshire’s population (257,000 people) live in the City of Derby.

Children aged 0-18 years make up 24% of Derby’s population (62,990 children) and 21% of them live in low-income families. Both figures are significantly higher than the East Midlands and national averages. 24.7% of the population is from minority ethnic groups, with a significant British Asian/Asian population (12.5%) Derby is ranked 67th out of 316 authorities in terms of deprivation and NEET rates are high. Anti-social behaviour and first-time entrants to the Youth Justice System are also significantly higher than national averages.

Mental health and wellbeing are significant issues at county and city level. Self-harm is significantly more prevalent than national average as is alcohol related harm and prevalence of children’s mental and emotional disorders is higher than national averages.

These statistics show that children and young people in Derbyshire have specific vulnerability factors which increase their risk of exploitation.

Children and young people supported by Safe and Sound in the last 12 months reported feeling isolated and lacking in purpose, in addition to experiencing the trauma of exploitation. 33% did not live with family at some time, 25% were not in mainstream schooling and 10% disclosed a disability.

Our activities:

* Intensive one-to-one and group support for children affected by child exploitation
* Youth participation activities to help children to recover from their experiences and regain their confidence
* Support for children from new communities in Derby and their families
* Support for families affected by exploitation
* Transition support for young people to move on in their lives
* Education sessions in schools and colleges of further education
* Training and awareness for professionals in statutory services, community organisations and care homes
* Collaborative working with partners to learn from and shape best practice and research

**Where:** We operate across Derby and Derbyshire providing direct support to children and young people and families affected or at risk of being exploited, and provide training nationally .

**In 2019 we:**

Provided direct one-to-one Supported **100** children & young people who were being, or at risk of being, sexually exploited. At least 38 of these were victims of child sexual abuse.

Supported our children and young people attending over **350** multi agency strategy, tasking and review meetings.

Delivered education to raise awareness about child sexual exploitation to children and young people in Derby and Derbyshire and a further **871** across parts of the East Midlands.

Our Youth Work Team Engaged 8 young people in one to one activity and **172** young people in a number of youth participation groups, involved in positive and development activities including 10 young people who were involved in 18 Music Project sessions leading to the production of a 5-track music release.

Trained **221** professionals working in children’s services and/or in public protection in statutory, private and voluntary sectors, across the UK, equipping them with the knowledge and skills to respond more effectively to victims of child sexual exploitation.

Reached over **500** people through awareness raising talks across communities in Derbyshire, helping them to identify and support victims of child sexual abuse and exploitation

**The impact of our work with young people, in their words….**

**Case study 1:**  **Olivia**

“I met Dave on an instant messaging site. He told me he was the same age as me; I was 13. After a few days of chatting, he asked me to send him pictures of myself and I agreed. I thought I trusted him at the time, but now I know he was grooming me. Dave quickly started threatening me, saying: “if you don’t send me more pictures of yourself, I’m going to show the pictures you’ve already sent me to your friends and family.

I was terrified of people finding out what I’d done and felt like my life was quickly getting out of control. I eventually told my mum, but I was really scared and didn’t know what was going to happen next.

When my Safe and Sound Support Worker came round, I was so nervous, I just cried for most of the visit, but she continued to work with me and be there for me the entire time I needed it. I needed consistency; I didn’t want to keep going over the same things with different people. My Support Worker was there for me at my own pace.”

**Case study 2**: **Tom**

“I met him on Grindr, and we arranged to meet up. I had put myself out there as being 17 (Tom was 15 at the time) and he told me he was 28 but was actually much older. We would meet quite a lot. He would buy me gifts. When he thought I was seeing other men he told me that he knew people I should be scared of.

I couldn’t really talk about what had happened to me at first (with his Support Worker), but she never pushed me. I was scared and I was holding back. Then there was one day when everything came out. We talked about relationships and what a healthy relationship is. I felt like I could open up to her, she’s been like my walking stick.”

**Names have been changed**

*I have learnt how to say safe when I am out with friends, on social media and in relationships.*

*I think she [my Safe and Sound worker] is unbelievable. She’s so helpful, supportive and caring and has made a big difference to me. Without her help I think I would have been very angry.*

*Safe and Sound helped me understand all the questions in my head. I had the emotional support of having someone at the other end of the phone if I needed it.*

*If Safe and Sound wasn’t there, I don’t think I’d be here at all or I’d be a mess somewhere either on drugs.*

*I can be open and honest with my Safe and Sound worker.*

*I just felt like I could open up to [my worker], she’s been like my walking stick. We have such a good relationship, she’s a life-saver.*



**How to Apply and Recruitment Timetable**

We want our team to be representative of our communities, so we actively encourage applications from ethnic minorities, disabled people and anyone who identifies as part of a community that is under-represented in the charity. Appointments will be made on merit alone.

Please complete the application form and send together with a copy of your CV to:

recruitment[@safeandsoundgroup.org.uk](mailto:info@safeandsoundgroup.org.uk)

Please use the email above to clarify any aspects of the application or the recruitment process.

**Recruitment Timetable**

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| **Activity** | **Date** |
| Closing date and time for applications | Sunday 14th February 2021 |
| Shortlisting completed by | Wednesday 17th February 2021 |
| Interviews week commencing | Monday 22nd February 2021 |

The appointment will be made subject to satisfactory references and clear enhanced DBS.