**27/11/2017
MASH Supervisor (Ref OO017 / 20393)**

|  |
| --- |
| **Police Staff****MASH Supervisor****Safeguarding****Role Definition:OO017 / 20393** |

 **ROLE DEFINITION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Dept / Area Command: | Safeguarding  | http://domcms/icons/ecblank.gif | Section: | MASH  |
| Post Title: | MASH Supervisor  | http://domcms/icons/ecblank.gif | Post Reference: | OO017 / 20393  |
| Post Grade: | Grade F   | http://domcms/icons/ecblank.gif | Location: | Various Forcewide Locations  |
| Car User Status: |   | http://domcms/icons/ecblank.gif | Telephone Allowance: |   |
| Shift Allowance: |   | http://domcms/icons/ecblank.gif | Standby Allowance: |   |
| Weekend Enhancement: |   | http://domcms/icons/ecblank.gif | Contractual Overtime: |   |
| Line Manager: | MASH Manager |
| Staff Responsibilities: | Allocated subordinate staff and trainees |
| Purpose: |  To line manage the provision of an efficient and effective research and risk assessment support service within the Multi-Agency Safeguarding Hub (MASH) ensuring the appropriate police response, lawful information sharing and development of successful partnership working in relation to Safeguarding of vulnerable individuals.  |

**Key Responsibilities:-**

**1. Manage and coordinate the provision of the MASH Support Services proactively on a day to day basis and in order to identify and mitigate risk at all times.**

**2. Undertake a full triage of police source referrals, in order to make a joint assessment with partners against the Safeguarding thresholds and prioritise team workloads in accordance with risk and urgency.**

**3. Develop and maintain effective quality assurance processes to ensure the sharing of information with partner agencies complies with relevant legislation and MOPI guidelines.**

**4. Ensure that all policies, procedures, documentation and joint agency protocols are updated as changes to legislation or working practices are identified and make sure that effective communication of the changes to all members of staff takes place.**

**5. Build effective relationships with partners and act as a point of contact for advice and information in order to provide a proactive customer focused service that supports the delivery of strategic objectives and priorities.**

**6. Provide resilience in times of abstraction to other MASH supervision and decision making as appropriate in order maintain service standards at all times.**

**7. Identify and develop innovative process and service improvements in order to create best practice across the MASH functions and drive cultural change.**

**8. Plan, manage and develop staff to ensure that individuals have the knowledge, skills and experience to provide a MASH support service that supports the delivery of results through high performance.**

 **The postholder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.**