

Job Profile

Position Details	
Post	Prevent Education Officer
Service Area	Environment & Neighbourhood, Community Safety and Enforcement Team
Reports to	Strategic Lead of Communities
Grade	PO4
Job Family	

Main Responsibilities
<ol style="list-style-type: none"> 1. Develop and maintain effective working relationships with the full range of Prevent partners, including: police, regional HE/FE and Health Co-ordinators, probation and prison services, schools, colleges, early years settings and all other relevant statutory and community partners involved in delivering Prevent. 2. Provide advice and support to schools on their compliance with the Prevent statutory duty, keeping up to date with changes and guidance issued by the Department for Education and the Home Office. 3. Support the development and management of local action plans to prioritise support for education settings and providers, and the individuals within them. This includes, but is not limited to, training school staff, governors and managers, in particular through WRAP (Workshop to Raise Awareness of Prevent), to equip them with the knowledge and confidence to identify and refer children at risk of radicalisation and challenge extremist ideas. 4. Work with education settings to identify appropriate resources to embed Prevent in the curriculum and the daily life of the setting, to increase pupils' resilience to radicalisation and to promote fundamental British values. 5. Work with partners to address gaps in resource provision, for example additional resources for parents, carers and ancillary staff. 6. Undertake work to understand the range of out-of-school provisions operating in the local area, including identifying and mapping local providers, risk-assessing and monitoring the provision, and providing information to the local authority and DfE on any wider safeguarding issues as appropriate to ensure a comprehensive response for all settings 7. Facilitate, in coordination with the Prevent Coordinator, contact with DfE and the Home Office, providing updates on emerging issues and best practice. 8. Support, in coordination with the Prevent Coordinator, the DfE and the Home Office when requested, e.g. in arranging Ministerial or senior official visits and briefings.

Generic Responsibilities
<ol style="list-style-type: none"> 1. Understanding, knowledge and ability to follow guidelines that ensures compliance with Health and Safety at Work, Data Protection and other statutory requirements.

2. Understanding and commitment to promoting and implementing the Council's Equal Opportunities policies.
3. Knowledge and experience of using IT.
4. To undertake any other temporary responsibilities aligned with the overall purpose and grade of the role.

Knowledge, Qualifications, Skills and Experience	Essential or Desirable
<p>The successful candidate will have experience in the education sector; they will be responsible for supporting schools across all key stages and education personnel within the local area, to deliver Prevent activity in order to increase young people's resilience to extremism and radicalisation.</p>	
<p>Knowledge / Skills:</p>	
<ul style="list-style-type: none"> • High level of political awareness with the ability to link strategies for continuous improvement, with the drive to achieve national, corporate and local standards and goals. 	Essential
<ul style="list-style-type: none"> • Good knowledge of the local area, local communities and (educational) institutions. 	Desirable
<ul style="list-style-type: none"> • Good understanding of partnership working across sectors, especially between local authorities and educational institutions. 	Desirable
<ul style="list-style-type: none"> • A sound understanding of the Government's Prevent strategy. 	Essential
<ul style="list-style-type: none"> • Good understanding of what constitutes both violent and non-violent extremism and how they can manifest in local communities. 	Desirable
<ul style="list-style-type: none"> • Knowledge of wider safeguarding legislation and practice in relation to schools, colleges and young people in education. 	Desirable
<p>Qualifications:</p>	
<ul style="list-style-type: none"> • Degree level qualification, or equivalent qualifications or experience. 	Essential
<ul style="list-style-type: none"> • Successful candidates should have experience in the education sector. 	Essential
<p>Experience:</p>	
<ul style="list-style-type: none"> • Excellent ability to communicate effectively at all levels both orally and in writing. 	Essential
<ul style="list-style-type: none"> • Ability to provide creative solutions to problems whilst considering policy and procedure. Also shows confidence in adopting (and justifying) novel or non-standard approaches. 	Essential
<ul style="list-style-type: none"> • Ability to identify and assess risks, manage change and make long term plans. 	Essential
<ul style="list-style-type: none"> • Ability to prioritise and manage a large workload with a number of institutions and partners. 	Essential
<ul style="list-style-type: none"> • Ability to deliver effective presentations and training products to a range of audiences. 	Essential

<ul style="list-style-type: none"> • Ability to communicate with teachers, parents and students on sensitive issues. • Ability to work across different organisations and institutions, improving partnership working whilst delivering outcomes. • Experience of working with sensitive information, with sound knowledge of legislation and guidance governing information sharing arrangements. 	<p>Essential</p> <p>Essential</p> <p>Desirable</p>
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Main Contacts & Other Information
<p><u>Main Contacts:</u></p> <ul style="list-style-type: none"> • Strategic Lead for Communities • Assistant Director Stronger Communities • Local Policing Teams (Borough Intelligence Unit, Prevent Police, Neighbourhood Policing Teams) • Elected Members • Assistant Director, Schools and Learning <p><u>Other Information:</u></p> <p>This position requires the postholder to undergo a DBS (Disclosure and Barring Service) check.</p>

