

Job Profile Information: Missing and Child Sexual Exploitation Coordinator/Analyst

This supplementary information for is for guidance and must be used in conjunction with the Job Capsule for Missing and Child Sexual Exploitation coordinator/analyst for Job Level 4 Zone 2

Camden Way Category 4

It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee's contract of employment.

Role Purpose

To deliver operational, analytical and strategic input in support of sustaining and improving service delivery for children and young people who go missing or who are at risk of/or experiencing child sexual exploitation.

Example outcomes or objectives that this role will deliver:

- To deliver key analytical products on missing and child sexual exploitation developing and maintaining up to date information on Camden's profile and supporting the work of Multi Agency Sexual Exploitation Panel (MASE)
- Responsible for the management and organisation of the MASE panel, including coordinating the pre MASE and MASE meetings, tracking cases and developing action plans.
- Assist in the development of strategic and operational action plans to make young people safer.
- Takes a lead role on the delivery of training and awareness raising across council services and all partner agencies
- Providing professional support and challenge to improve local responses to CSE and missing, including through participation in cross-borough work
- Provides quality analytical management reports to the Vulnerable Adolescents Strategy Group, Children's Safeguarding Board, other key strategic partnerships and local authority members as required.
- Acts as a single point of contact for concerns regarding exploitation and missing; including CSE and Modern Slavery

People Management Responsibilities:

The role does not require the post holder to manage staff; however, the ability to develop and sustain key working relationship across the partnership is pivotal to the role and function of the post.

Relationships;

The role requires the post holder to act as a key point of contact for the workforce and partnership on matters of CSE and missing. The key contacts as part of this role include but are not exclusive to:

- Council staff including – Social Work, Early help, YOS, Housing, Licensing, Community Safety
- Police – including borough police and specialist CSE police team
- Health
- Education
- Voluntary sector agencies

Work Environment:

There is a high degree of independence in planning and organising daily and weekly work schedules. While the post is primarily office based, the job holder will be required to work across council sites and where required to travel to other venues to attend meetings or deliver presentations and training.

There is a requirement to be flexible and adaptable to meet the expectations of the role and deliver consistent high quality service provision.

Technical Knowledge and Experience:

- Experienced crime or intelligence analyst/researcher and ability to design reports and analyse data
- Ability to demonstrate strong numerical skills particularly with large and complex data sets
- Evident research and analytical skills that can be applied and used to interpret quantitative and qualitative data
- Strong technical ability in use of all software packages used in compiling research and report production
- Skilled communicator – ability to accurately and confidently orally present to various audiences adapting style and delivery to suit audience participation and learning
- High standard of written work and report production
- Experience in working collaboratively across multi-agency network and partnerships

- Ability to apply research and data analysis skills to a wide range of crime and community safety issues

Camden Way Five Ways of Working

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

- Deliver for the people of Camden
- Work as one team
- Take pride in getting it right
- Find better ways
- Take personal responsibility

For further information on the Camden Way please visit by clicking [HERE](#)