

Job Profile Information: Missing and Child Exploitation Coordinator and Analyst

This supplementary information for Missing and Child Exploitation Coordinator and Analyst is for guidance 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 who go missing and/or are at risk of child exploitation (including Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE))

Example outcomes or objectives that this role will deliver:

- To deliver key analytical products on missing and child exploitation, developing and maintaining up to date information on Camden's profile
- Responsible for the management of the Multi Agency Child Exploitation (MACE) panel, including the coordination of the Pre MACE and MACE 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 response to child exploitation and missing, including through participation in cross-borough work
- Provides quality analytical management reports to the Vulnerable Adolescents Strategy Group, Safeguarding Children's Partnership, other key strategic partnerships and local authority members as required
- Acts as a single point of contact for concerns regarding exploitation and missing, including Modern Slavery

People Management Responsibilities:

This post is required to line manage one direct report, the Child Exploitation Analyst, and support with overseeing contracts relating to missing and exploitation. In addition, the ability to develop and sustain key working relationships 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 child exploitation 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 and Community Safety
- Police; including borough police and the specialist Child Exploitation Team
- Health
- Education
- Voluntary sector agencies

Work Environment:

There is a high degree of independence in planning and organising daily and weekly work schedules. Currently the post is impacted by Covid-19 restrictions in terms of working from home. Usually the post is primarily office based, with the job holder required to work across council sites and travel to other venues to attend meetings or deliver training.

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

Technical Knowledge and Experience:

- Experienced crime or intelligence analyst/researcher
- Ability to demonstrate strong numerical skills particularly with large and complex data sets
- Evident research and analytical skills that can be applied 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 confidentially orally present to various audiences adapting style and delivery to suit audience participation and learning
- Evidence of strong coordination skills, facilitating projects or panels and driving service improvement.
- High standard of written work and report production

- Experience in working collaboratively across multi-agency networks and partnerships
- Knowledge of the risk and exploitation impacting vulnerable adolescents, including through CSE, CCE and Modern Slavery

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 select the attached [HERE](#)