



Form 1 - Parish Safeguarding Officer Role and Nomination Form

Parish Safeguarding Officer Role Description

The role of Parish Safeguarding Officers is key to ensuring that parishes meet the Diocese of Broome's safeguarding responsibilities in all aspects of service that they undertake.

The person appointed to this role should be a regular member of the parish who can demonstrate a commitment to safeguarding children and vulnerable adults at risk from all cultural backgrounds and abilities. They should have a good awareness of the civil safeguarding policies and procedures, statutory legislation and guidance.

Full training in safeguarding and child protection will be provided. A background or prior experience in this field would be advantageous but not necessary. The role will require the applicant to apply for - or to already possess and maintain - a current Working with Children Card.

Parish Safeguarding Officers will be required to:

- be a source of support, advice and information on all matters of safeguarding children and vulnerable adults in the parish
- be the first point of contact for children, vulnerable adults and other members of the parish community regarding suspicions of abuse and other safeguarding concerns
- respond to all safeguarding concerns in line with the Diocese of Broome's Safeguarding policies and procedures, reporting these concerns to the Diocesan Safeguarding Coordinator and/or other authorities, as needed
- keep the parish priest informed of all concerns, responses and activities relating to safeguarding children and other members of the parish community
- raise the profile of safeguarding in the parish, ensuring that it remains a high priority, and report on any issues or concerns with the implementation of the safeguarding policy and procedures
- assist with proactive measures with parishes to safeguard children
- ensure that all statutory requirements are met within parishes in respect to the safeguarding of children and vulnerable adults

For further information regarding the role of Parish Safeguarding Officer, please contact:

Aidan Mitchell

Diocese of Broome – Safeguarding Coordinator

tel: 0408 018 682

email: Safeguarding@broomedioocese.org



Parish Safeguarding Officer Nomination Form

Name	
Parish	
Parish priest	
Mass time(s) you regularly attend	
Phone number/s	
Email	
Address	
Working With Children card - if applicable	Card number: _____ Expiry Date: _____

Please answer all questions to the best of your ability.

Why are you nominating for the position of Parish Safeguarding Officer?

What is important to you about this role?



What skills and/or attributes would you bring to this role?

Please detail any past experience or roles you may have working with children - paid or unpaid.

By signing this nomination form, you agree, should you be selected to fulfil the role of Parish Safeguarding Officer, to make yourself available for training at no cost to you at an appropriate and convenient time.

You also declare that there is no known reason why you should not be considered for the role of Parish Safeguarding Officer.

I hereby declare the information I have provided is accurate.

Signed: _____ Date: _____

If you have any questions regarding the Safeguarding program or your nomination for Parish Safeguarding Officer, please contact the Diocese of Broome Safeguarding Officer - details below.

PLEASE RETURN THIS FORM TO YOUR PARISH PRIEST AS SOON AS POSSIBLE.

Parish Priest _____

Sign _____

Date _____

Parish Safeguarding Officers and Clergy please retain this form in parish records and forward a copy to:

Aidan Mitchell
Safeguarding Officer - Diocese of Broome
T: 0408 018 682
E: Safeguarding@broomediocese.org
A: PO Box 76 Broome WA 6725