

Suggested role descriptor for PCC member

This should be discussed at a PCC meeting before finalising as the context of each Parish is different.

The expectation with any role is that as a minimum you read and make yourself familiar with the **Parish Safeguarding policy** and know how to respond to, report and record any concerns you may have about a child

It is the legal responsibility of the PCC to fulfil their duty of care towards all those present during worship and in all church sponsored activities. You have a duty to Create a Safe Space for all in the church community by:

- Raising awareness of and promoting training in Safeguarding matters
- Creating an environment which is welcoming, respectful and safe from abuse, and enables concerns to be raised.
- Ensuring any concerns are responded to openly, promptly and consistently.
- Ensuring the PCC recruits volunteers and paid workers safely.
- Appointing and supporting a Parish Safeguarding Officer
- Keeping all Safeguarding matters update and reviewing annually
- Being aware of any health and safety concerns and taking appropriate action
- Reading Section 3 of the Essential Trustee: What you need to know. On the Charity Commission website
- Reading the relevant sections of the Church Representation rules which can be found on the Church of England website