

## Job Description

### 1. JOB DETAILS

Job Title:	Freedom to Speak Up Guardian
Responsible to:	Non-Executive Director Lead for Freedom to Speak Up
Reports to:	Chief Nurse (as Executive Board lead)
Location:	Across STH sites
Minimum Requirements:	

### 2. JOB PURPOSE

The Freedom to Speak Up Guardian will act in a genuinely independent and impartial capacity to support staff who raise concerns (whistleblowing).

### 3. PRINCIPLES

- Recognised by the Board of Directors and all staff as an independent and impartial role.
- The postholder will have direct access to the Chief Executive and Chair of the Board of Directors.
- The postholder will have authority to speak to anyone within or outside the Trust.
- Dedicated time to perform the role (the postholder is not expected to take on the role in addition to existing duties).

### 4. GENERAL RESPONSIBILITIES

- To be an expert in all aspects of raising and handling concerns and to offer support and advice to those staff who wish to raise concerns, or to those staff who handle concerns.
- To ensure that any safety issue is addressed and feedback is given to the member of staff who raised it.
- To watch over concerns raised to the Trust and ensure this is a smooth process.
- To safeguard the interests of the individual raising a concern, ensuring that there are no repercussions for them either immediately or in the longer term, as appropriate.

- Able to take an objective view of whether there are other factors that may confuse the issues, such as pre-existing performance issues, to enable these to be pursued separately.
- Able to identify common themes.
- Ensure any learning is shared.
- Ensure that concerns are raised with outside organisation if appropriate action is not taken by the Trust.
- Work with the Human Resources team to develop a culture where speak up is recognised and valued.
- To help drive culture change from the top of the organisation.
- To work closely with the Non-Executive lead for raising concerns.

**6. TIME COMMITMENT**

To be reviewed after 6 months in post.

**7. APPOINTMENT, TENURE AND TERMINATION OF OFFICE**

This appointments is for 2 years in the first instance and, subject to satisfactory appraisal, can be renewed on an annual basis for a maximum of four years.

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**We are committed to our responsibilities under the Equality Act 2010 and encourage equal opportunities, diversity and flexibility within our workforce**