



Job Title	Clinical Governance Lead
Directorate	Children & Young Persons Services
Responsible to	Director
Accountable to	Deputy CEO
Location	North Kent
Hours	22.5 hours per week
Salary	£44,777.30 FTE (£26,866.38 pro rata)
Contract	Permanent

Purpose of Role

The Clinical Governance Lead is responsible for providing clinical governance, professional practice and quality assurance leadership across Children and Young People's Services, contributing to safe, effective and high-quality service delivery.

The role is responsible for developing, implementing and maintaining clinical governance frameworks, clinical supervision arrangements, reflective practice processes, clinical audit activity and professional standards across CYP services. The post holder will provide specialist advice and support in relation to clinical risk, safeguarding, clinical quality, professional practice and service improvement.

The role provides clinical governance leadership and assurance for the Medway Therapeutic Alliance and supports the development of effective governance arrangements across Children and Young People's Services. This includes oversight of designated governance responsibilities such as Prevent, Child Exploitation, Mental Capacity and other specialist lead functions as required.

The Clinical Governance Lead is accountable for providing assurance that governance arrangements are operating effectively, risks are managed appropriately, and learning from audits, incidents, safeguarding concerns and service feedback is embedded into practice. The role operates within organisational policies, procedures and governance frameworks, working closely with managers and senior leaders to support a consistent and high-quality service offer across CYP services.

Key Responsibilities

Clinical Governance and Quality Assurance

- Develop, implement and maintain clinical governance frameworks, processes and standards across Children and Young People's Services.
- Provide oversight of clinical quality, ensuring services operate in line with organisational, contractual, regulatory and professional requirements.
- Lead clinical audit activity, quality reviews and assurance processes, ensuring learning is identified and embedded into practice.
- Monitor and review clinical governance risks, escalating concerns and supporting appropriate mitigation actions where required.
- Contribute to the development, review and implementation of clinical policies, procedures and guidance.
- Support service managers to ensure governance arrangements are consistently applied across CYP services.
- Prepare and contribute to governance reports, assurance reports and quality improvement plans as required.
- Lead and maintain the Medway Therapeutic Alliance clinical training matrix, ensuring mandatory, role-specific and specialist training requirements are identified, monitored and reported, and that compliance risks are escalated appropriately.

Clinical Supervision and Professional Practice

- Develop, implement and maintain clinical supervision, reflective practice and professional practice frameworks across Children and Young People's Services.
- Ensure clinical supervision arrangements operate in line with contractual, regulatory, safeguarding and professional registration requirements.
- Provide specialist advice and guidance to managers and practitioners on professional practice, clinical decision-making, ethical issues and clinical risk.
- Provide clinical oversight and leadership in relation to complex case management, thresholds, risk assessment, case holding arrangements, transitions and escalation pathways, ensuring decisions are robust, proportionate and appropriately recorded.
- Support the identification and implementation of appropriate clinical supervision arrangements for roles requiring professional or contractual oversight.
- Promote a culture of reflective practice, continuous learning and professional development across CYP services.
- Review supervision arrangements, feedback and compliance to ensure they remain effective, proportionate and aligned with organisational requirements.

- Support the development and maintenance of approved clinical supervisor arrangements, including internal and external provision where appropriate.
- Identify themes, risks and learning arising from clinical supervision, reflective practice and professional practice activity, ensuring these are appropriately escalated and used to inform service improvement.
- Contribute to the development of workforce capability through training, guidance, mentoring and professional development activity.
- Support managers to distinguish between line management supervision, clinical supervision, reflective practice and wellbeing support, ensuring appropriate governance arrangements are in place.
- Represent the organisation at relevant clinical and multi-agency forums relating to case transitions, service thresholds, risk management and continuity of care.

Risk Management and Safeguarding

- Provide specialist advice and oversight in relation to clinical risk, safeguarding, professional practice and complex case management across CYP services.
- Support managers and practitioners to identify, assess and manage clinical, safeguarding and operational risks in line with organisational policies and procedures.
- Ensure safeguarding concerns, risk issues and clinical governance matters are escalated appropriately and managed through relevant governance processes.
- Lead on designated governance and safeguarding responsibilities, including Prevent, Child Exploitation and other specialist lead functions as required.
- Provide clinical governance oversight and assurance in relation to the Medway Therapeutic Alliance contract and associated partnership arrangements, while sharing governance learning, expertise and good practice across wider CYP services.
- Review themes arising from incidents, safeguarding concerns, complaints and governance activity to identify learning and inform service improvement.
- Provide advice and support in relation to complex clinical decision-making, professional boundaries, consent, information sharing and safeguarding practice.
- Work collaboratively with safeguarding leads and senior managers to ensure effective clinical and safeguarding governance arrangements are maintained across CYP services.
- Support the implementation, monitoring and continuous improvement of Freedom to Speak Up arrangements across CYP services, ensuring themes and learning are appropriately escalated through governance processes.

Recording and Data Management

- Maintain accurate, timely and auditable records relating to clinical governance activity, audits, reviews, supervision compliance and quality assurance processes.

- Ensure governance documentation is maintained in line with organisational policies, GDPR, confidentiality requirements and information governance standards.
- Develop and maintain systems for monitoring clinical governance compliance, supervision arrangements, professional registration requirements and governance actions.
- Produce and analyse governance reports, audit findings and assurance information to support decision-making, quality improvement and regulatory compliance.
- Monitor and track actions arising from audits, incidents, safeguarding concerns, complaints and quality reviews, ensuring appropriate follow-up and oversight.
- Support services to maintain accurate governance records and evidence required to meet contractual, regulatory and organisational requirements.
- Identify themes and trends from governance information, using data and evidence to inform service development and continuous improvement.

Partnership Working and Communication

- Work collaboratively with service managers, safeguarding leads and senior leaders to support effective clinical governance arrangements across CYP services.
- Build and maintain effective working relationships with commissioners, partner organisations, external clinical supervisors and relevant multi-agency forums.
- Represent North Kent Mind at clinical governance, safeguarding, quality assurance and partnership meetings as required.
- Provide clear and timely advice, guidance and feedback to managers and practitioners on clinical governance, professional practice and quality matters.
- Support effective communication of clinical governance requirements, learning, policies and standards across services.
- Contribute to partnership discussions relating to safeguarding, clinical risk, service quality and contractual compliance requirements.
- Respond to enquiries from colleagues, partners and stakeholders in a timely and professional manner.
- Support organisational learning by sharing themes, risks and good practice identified through audits, supervision, incidents, safeguarding activity and quality reviews.
- Develop and maintain effective working relationships with subcontractor clinical leads, safeguarding leads and partner agencies to support clinical governance, risk management, safeguarding oversight and coordinated decision-making across partnership services.

Service Performance and Quality

- Lead the implementation and continuous development of clinical governance, quality assurance and improvement activity across CYP services.

- Monitor compliance with clinical governance standards, supervision requirements, safeguarding responsibilities and contractual obligations.
- Contribute to achievement of service quality standards, contractual requirements and organisational objectives.
- Develop and oversee audit programmes, quality reviews and assurance activity, ensuring actions are identified, implemented and monitored.
- Monitor themes arising from incidents, complaints, safeguarding concerns, supervision activity and service feedback, ensuring learning is embedded into practice.
- Provide assurance reporting on clinical governance, quality, risk and professional practice matters to senior leaders and governance forums as required.
- Support the Medway Therapeutic Alliance and wider CYP services to demonstrate compliance with professional, regulatory and commissioner requirements, providing direct assurance oversight for MTA arrangements and sharing learning and best practice across CYP services where appropriate.
- Contribute to continuous improvement activity, supporting the development of safe, effective and high-quality services across CYP provision.
- Promote consistency, standardisation and best practice across clinical governance, supervision and professional practice arrangements.
- Support the development and maintenance of clinical training standards, competency frameworks and workforce assurance arrangements across CYP services.

Professional Practice

- Work within organisational policies, procedures, governance frameworks and professional standards at all times.
- Maintain and develop knowledge of clinical governance, safeguarding, professional practice, quality assurance and relevant legislation.
- Engage in regular supervision, appraisal and continuing professional development, maintaining skills and knowledge relevant to the role.
- Provide professional leadership and act as a source of specialist advice on clinical governance, safeguarding, quality and professional practice matters.
- Promote trauma-informed, person-centred and evidence-informed approaches across CYP services.
- Actively contribute to a positive, reflective and professional culture that supports learning, accountability and continuous improvement.
- Maintain appropriate professional boundaries and ensure governance activity is conducted with integrity, objectivity and confidentiality.
- Demonstrate behaviours aligned with North Kent Mind's organisational values in all interactions with colleagues, partners, commissioners and stakeholders.

General Responsibilities

The post holder is required to:

- Comply with all organisational policies and procedures, including Safeguarding, GDPR, Confidentiality, Equity, Diversity and Inclusion, and Health and Safety.
- Actively promote a safe environment for service users, staff and others, identifying and responding appropriately to safeguarding concerns involving both adults and children.
- Attend and complete all mandatory training relevant to the role, including safeguarding.
- Maintain appropriate professional boundaries and confidentiality in all aspects of the role.
- Contribute to a positive, inclusive and professional working environment.
- Participate in supervision, appraisal and continuous professional development.
- Deliver services in a way that is inclusive, accessible and responsive to the diverse needs of individuals, including those with disabilities and neurodiverse conditions.
- Demonstrate behaviours aligned with North Kent Mind's organisational values in all interactions with service users, colleagues and partners.
- Support organisational learning, continuous improvement and the development of effective governance practices across the organisation.
- Undertake any other duties reasonably required by the organisation, commensurate with the level of the role.

Additional Requirements

- The role requires regular travel across North Kent, including attendance at North Kent Mind sites, partner organisations, commissioner meetings and multi-agency forums.
- The post holder must be able to work flexibly, including occasional evenings and weekends, to support governance requirements, training delivery, partnership meetings and service needs.
- The post holder may be required to represent North Kent Mind at external meetings, quality reviews, safeguarding forums, inspections and contract monitoring arrangements.
- The post holder will be expected to maintain appropriate professional registration, accreditation or membership where relevant to their professional background.
- The post holder may be required to undertake additional specialist training relevant to the role, including safeguarding, Prevent, clinical supervision, clinical governance and quality assurance.
- The post holder may be required to support governance, quality improvement and assurance activities across other areas of the organisation where appropriate.

Working Environment

The role will be based at one of North Kent Mind's main offices, with regular attendance across CYP service locations, partner organisations and community settings throughout North Kent.

The role is primarily office and meeting based, involving a combination of governance activity, quality assurance reviews, partnership working, training delivery, policy development, audit activity and attendance at internal and external meetings.

Office environments may include a combination of open-plan and smaller room-based layouts, with varying levels of noise, lighting and foot traffic. The role will also involve regular use of digital systems, virtual meetings and remote collaboration tools.

The primary work base and working pattern will be determined by service and organisational requirements and may vary over time. This will be discussed as part of the recruitment process.

The post holder may be required to attend meetings at various North Kent Mind locations, partner organisations and external venues, including occasional travel across Kent and Medway.

North Kent Mind is committed to creating an inclusive and accessible workplace, and reasonable adjustments will be considered and supported where required.

Education & Qualifications

Category	Criteria	Essential	Desirable
Education & Qualifications	Relevant professional qualification in counselling, psychotherapy, psychology, social work, nursing, occupational therapy, mental health, safeguarding or a related field	✓	
	Current registration, accreditation or membership with a relevant professional body (e.g. BACP, UKCP, HCPC, NMC, Social Work England or equivalent)	✓	
	Qualification in clinical supervision, safeguarding, leadership, governance or quality improvement		✓
Knowledge & Experience	Evidence of ongoing continuing professional development relevant to clinical governance, safeguarding or professional practice	✓	
	Significant experience working within children and young people's mental health, wellbeing, safeguarding or related services	✓	
	Experience of clinical governance, quality assurance, professional practice oversight or safeguarding leadership	✓	
	Experience of managing complex risk, safeguarding concerns and professional practice issues	✓	
	Understanding of safeguarding responsibilities for children and young people	✓	
	Knowledge of clinical supervision, reflective practice and workforce support models	✓	
	Experience of undertaking audits, quality reviews, assurance activity or service improvement initiatives	✓	
	Experience of multi-agency partnership working	✓	
	Experience of working with commissioners, regulators or contractual quality requirements		✓
	Knowledge of Prevent, Child Exploitation and wider safeguarding frameworks	✓	
	Understanding of Mental Capacity, Liberty Protection Safeguards and information-sharing principles		✓
	Ability to develop and implement governance frameworks, standards and procedures	✓	
Governance & Quality Skills	Ability to undertake quality assurance reviews, audits and service improvement activity	✓	
	Ability to identify governance risks and support implementation of effective controls	✓	

	Ability to analyse information and use evidence to inform decision-making and continuous improvement	✓	
	Ability to provide advice and guidance on safeguarding, professional practice and clinical governance matters	✓	
Communication & Interpersonal Skills	Ability to communicate clearly and effectively with a wide range of audiences	✓	
	Ability to build professional and credible working relationships with colleagues, partners, commissioners and stakeholders	✓	
	Ability to provide constructive challenge, support and professional leadership	✓	
	Ability to influence and engage others in quality improvement and governance activity	✓	
Organisation & IT Skills	Ability to manage workload, prioritise tasks and meet deadlines	✓	
	Ability to maintain accurate records and governance documentation	✓	
	Ability to produce reports, analyse information and present findings clearly	✓	
	Strong IT skills, including Microsoft Office and digital systems used for governance, reporting and quality assurance	✓	
Working Approach & Behaviours	Ability to work independently and as part of a team	✓	
	Ability to maintain professional boundaries and act with integrity and discretion	✓	
	Commitment to continuous improvement, learning and reflective practice	✓	
	Ability to work in a trauma-informed, person-centred and strengths-based way	✓	
	Calm and professional approach when managing complex situations, risk and competing priorities	✓	