

Job Title: **Social Care Compliance Officer**

Location: **Oldbury**

Company: **Proffer Solution Ltd**

Reports To: **CEO/EPD**

Date: **04/06/2025 – 04/06/2025**

Position Overview:

We are seeking a dedicated and detail-oriented Social Care Compliance Officer to join our team within the staffing and recruiting industry. The candidate will play a pivotal role in ensuring that our services meet the intricate regulatory standards and compliance requirements set forth by governing bodies within the social care sector. This position demands a thorough understanding of compliance frameworks, legislative requirements, and best practices related to social care staffing. The Social Care Compliance Officer will be responsible for conducting regular audits, developing compliance policies, training staff on regulations, and monitoring adherence to legal and ethical standards in all processes. The ideal candidate will exhibit strong analytical skills, a deep understanding of social care regulations, and the ability to communicate complex information effectively. Your expertise will not only safeguard the integrity of our organization but will also contribute to the overall quality of care provided to our clients. This is an exciting opportunity for a compliance professional who is passionate about social care and eager to make a meaningful impact within a supportive and dynamic environment.

Key Responsibilities

- Conduct regular compliance audits to ensure adherence to social care regulations and standards.
- Develop, implement, and maintain compliance policies and procedures relevant to social care staffing.
- Provide training and guidance to staff members on compliance-related matters and best practices.
- Monitor and assess compliance with applicable laws, regulations, and industry standards.
- Prepare reports and documentation for regulatory bodies and internal stakeholders on compliance status and activities.
- Collaborate with management to address compliance issues and implement corrective actions as necessary.
- Stay current with changes in legislation and best practices within the social care industry and adjust policies accordingly.

Requirements:

- Bachelor's degree in social work, healthcare administration, or a related field.
- Proven experience in compliance and regulatory affairs within the social care sector.
- Strong understanding of social care regulations and compliance standards.
- Excellent analytical and problem-solving skills with attention to detail.
- Effective communication and interpersonal skills, capable of training and advising staff.
- Ability to work independently and manage multiple priorities in a fast-paced environment.
- Professional certifications related to compliance (e.g., CCEP, CHC) are a plus.

Application Process:

Interested candidates are invited to submit their resumes and a cover letter detailing their qualifications and experience to applications@proffersolutionltd.co.uk. The company is committed to diversity and inclusion and encourages applications from all qualified individuals.

Proffer Solution Ltd is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.