

Expression of Interest – Mental Capacity Act Consultant Role

Location: Norfolk

(Countywide travel required – Base: County Hall, Norwich)

The Norfolk Safeguarding Adults Board (NSAB) is inviting Expressions of Interest for a specialist **Mental Capacity Act (MCA) Consultant role** to support high-quality, lawful and person-centred application of the Mental Capacity Act 2005 across Norfolk.

The overarching aim of this role is to give advice, guidance, coaching and supervision to practitioners on complex MCA and Deprivation of Liberty Safeguards (DoLS) matters in order to establish MCA communities of practice, forums or networks to enable shared learning and problem-solving. We are looking for the right person to help us shape this project to better support the safeguarding partnership with this work.

This role will work across the Norfolk Integrated Care System, supporting health, social care and partner agencies to strengthen understanding, confidence and consistency in MCA practice. The postholder will play a key role in identifying gaps in current practice, developing resources, supporting practitioners, and embedding learning from reviews, audits and lived experience to improve outcomes for individuals, families and carers.

About the role

The MCA Consultant role will act as a system-wide resource, working collaboratively with partner organisations, safeguarding networks and professional forums. Key elements of the role will include:

- Auditing current MCA practice and identifying areas for improvement across health and social care settings
- Developing a baseline understanding of practice and producing clear reports and evaluations
- Supporting the development, review and updating of MCA policies, procedures and guidance
- Contributing to the development of learning resources, tools, assets and forums to improve practitioner confidence
- Supporting continuous quality improvement and embedding learning from Safeguarding Adult Reviews, other reviews and relevant evidence
- Producing regular activity, impact and evaluation reports

Essential skills, knowledge and experience

We are seeking Expressions of Interest from individuals who can demonstrate the following essential criteria:

- A degree or equivalent professional qualification in a health or social care-related field, or equivalent experience
- A minimum of three years' professional experience working with adults who may lack mental capacity
- Strong working knowledge of the Mental Capacity Act 2005, including 'best interests' decision-making, DoLS, relevant case law and current guidance
- Good working knowledge of the Care Act 2014 and adult safeguarding frameworks
- Experience of providing MCA advice, guidance and support to practitioners, including complex and high-risk situations
- Demonstrable experience of multi-agency and multi-disciplinary working across organisational boundaries
- Ability to work strategically to support sustainable, system-wide improvements in practice
- Experience of auditing practice, analysing findings and supporting quality improvement activity
- High-level communication and interpersonal skills, with the ability to influence, challenge constructively and act as a "critical friend"
- Experience of policy and procedure development or review
- Strong organisational skills, including the ability to plan, prioritise and manage a complex workload
- Confidence in chairing meetings, facilitating forums and working with sensitive and confidential information
- Ability and willingness to travel across Norfolk

About the role

It is anticipated that this role will be part time (18 hours per week) and will run for two years, with flexibility on the number of hours needed on a month-by-month basis.

Hourly rate is £35 per hour (8 hours per day)

Day to day reporting will be to NSAB board manager with oversight and governance provided by the Project Oversight Group.

This role will be delivered outside HM Revenue & Customs IR35 (with the contractor responsible for Income Tax and National Insurance).

Payment will be made on evidence of satisfactory work completed via a monthly invoice.

Why express an interest?

This role offers a unique opportunity to shape and influence MCA practice across Norfolk, ensuring that individuals' rights are upheld and that professionals are supported to make lawful, ethical and person-centred decisions.

If you have the expertise, passion and commitment to improving MCA practice at a system level, we will welcome your Expression of Interest.

NSAB is committed to promoting equality of opportunity, eliminating unlawful discrimination, harassment and victimisation, and promoting good relations.

We value everyone in our diverse county, irrespective of age, disability, sex, gender reassignment, gender identity, pregnancy, maternity, race (which includes colour, nationality and ethnic or national origins), sexual orientation, religion, belief, or whether someone is married or in a civil partnership.

We also have a responsibility to ensure that individuals we commission, to provide services on our behalf, deliver the same approach.

For an informal discussion about role please contact Nicola Allum, Norfolk Safeguarding Adult Board Manager nicola.allum@norfolk.gov.uk

To apply, please submit the following to nsabchair@norfolk.gov.uk:

- A covering letter
- Your CV
- A statement (maximum 500 words) outlining your suitability for the role and how you would plan to deliver this work

Closing date for Expressions of Interest is 23:59 on Friday 10 July 2026

Successfully shortlisted candidates will be invited to virtual interviews, which will include a five-minute presentation outlining their vision for delivering this work.