

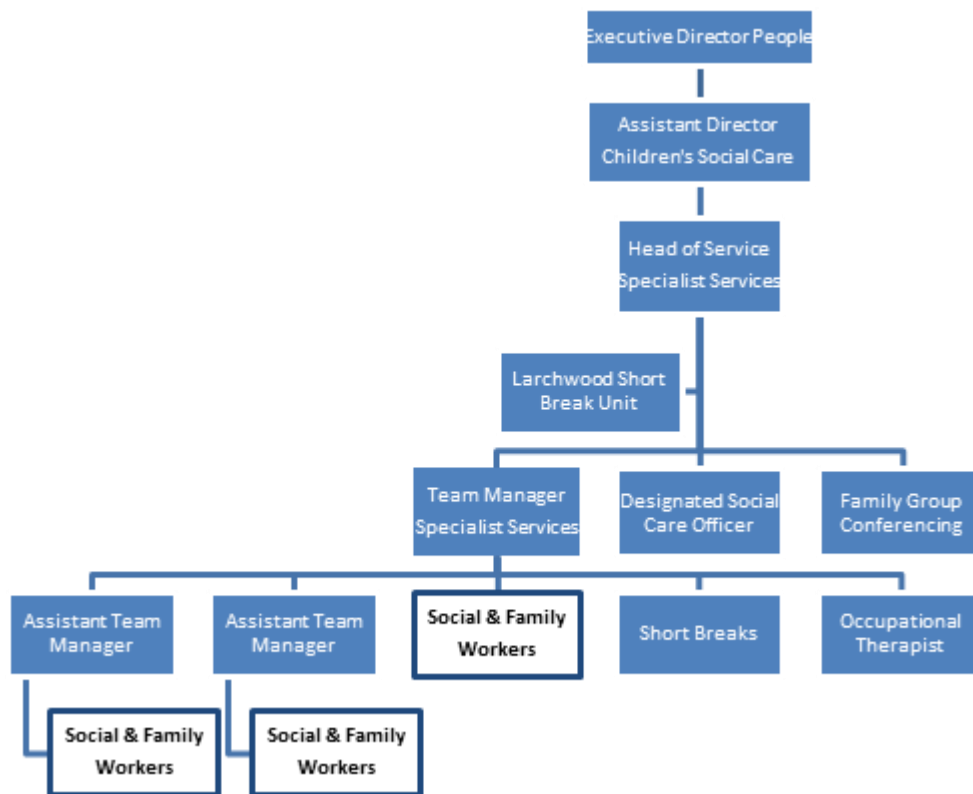
JOB DESCRIPTION

Job Title:	Team Manager – Children’s Specialist Support Team		
Directorate:	People	Salary:	£61,091- £63,297 FTE Plus £729 London Weighting and £963 Essential Car User Allowance plus annual 4% retention payment after 1 year
Section:	Children’s Social Care	Grade:	BG-C, SCP 49 - 51
Location:	Time Square	Work Style:	Flexible

Key Objectives of the role

- Manage the delivery and performance of the Children’s Specialist Support Team to secure good and safe outcomes for children with disabilities, whilst ensuring compliance with statutory requirements in respect of the protection and well-being of Children in Need (including in need of protection) and Children Looked After.
- Have direct supervisory responsibility for Assistant Team Managers and Social Workers, including newly qualified Social Workers, students and support staff.
- Provide a secure base and build effective relationships.
- Demonstrate strong assessment and analytical skills, have a well-developed understanding of assessment, planning and intervention and work effectively as part of a management team.
- Deputise, when required, for the Head of Service and work closely alongside the Head of Service contributing to service planning and the delivery of our vision, and values.

Designation of post and position within departmental structure



Daily and monthly responsibilities

1. To manage a team of staff, including recruitment/retention; induction; training and development; performance support and management; disciplinary/capability; and succession planning.
2. To provide high quality, reflective supervision (in line with the supervision policy) including providing feedback and analysis of performance.
3. To chair Pre-Proceedings meetings, professional meetings and other forums, working together with partner agencies to conclude with safe and proportionate threshold decision and planning
4. To undertake regular reviews of, and track, performance data, completing audits and contributing to audit programmes and frameworks.
5. To manage care proceedings and pre-proceedings ensuring that permanency for children is considered and timely.
6. To promote listening to children and young people at every opportunity, ensuring their views are heard, recorded and acted upon in an appropriate and timely manner.
7. To actively engage with parents and carers so that their views contribute to service improvement, including responding to complaints and feedback.

8. To contribute, with management support, to the equitable provision of service in terms of allocation; assessment; and care planning and interventions; through supervision and through the organisation of work requested.

9. To assist in the development of the service by flexible and imaginative practice and supervision when considering how to meet assessed needs.

10. To maintain an efficient and cost-effective provision of service in accordance with departmental guidelines, legislation and budgetary considerations.

12. To undertake any other tasks that are commensurate with the scope of the role that may be required from time to time.

Scope of role

- All managers within social care are expected to effectively manage a designated budget, ensuring equity and cost effectiveness.
- All Social Workers and their manager are expected to meet the standards set by Social Work England.
- All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare.
- All employees working with children and young people must demonstrate a commitment to the principles of participatory practice and the involvement of young people in decisions which affect them.

Commitment to the Council's Equal Opportunities policy at all times.

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	<p>DipSW/BA in Social Work or equivalent.</p> <p>5+ years post qualified experience.</p> <p>Registered SWE qualification.</p> <p>A minimum of 4+ years supervisory experience.</p> <p>Knowledge of Child Protection/Care proceedings.</p>	<p>Management qualification/training.</p> <p>Training in supervision.</p> <p>Training in Motivational Interviewing.</p>
Competence Summary (Knowledge, abilities, skills, experience)	<p>Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare.</p> <p>Extensive experience of working with children and young people with disabilities and their families.</p> <p>Working knowledge of the Children Act 1989 and 2004 and other relevant legislation relating to children with disabilities including but not limited to the Children and Families Act 2014 and the SEND Code of Practice</p> <p>Experience of family court and pre-proceedings work</p> <p>Support the requirement to listen to children, ensuring their views are heard and acted upon appropriately</p> <p>Understanding of Working Together, the Assessment Framework and related social care processes.</p> <p>Experience of mentoring or coaching or supervision.</p> <p>Understanding of and commitment to the principles of participatory practice with children and young people.</p> <p>Skilled in IT systems and applications.</p>	<p>Experience/knowledge of the Family Safeguarding model.</p> <p>Practice experience in adoption.</p> <p>Experience of managing staff in a multi-agency context.</p> <p>Experience of managing a budget and allocating resources equitably.</p>

Work-related Personal Requirements	<p>The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.</p> <p>Ability to make clear decisions in crisis.</p> <p>Ability to communicate effectively both verbally and in writing.</p> <p>Ability to work in a flexible way, including outside normal office hours on occasion.</p> <p>Ability to prioritise workloads.</p> <p>A solution focused/problem solving approach.</p> <p>Strong organisational skills, with an ability to meet deadlines.</p>
Other Work Requirements	<p>A satisfactory enhanced Disclosure and Barring Service check (this post is exempt from the Rehabilitation of Offenders Act 1974).</p> <p>This role has been identified as public facing in accordance with Part 7 of the Immigration Act 2016; the requirement to fulfil all spoken aspects of the role with confidence in English applies.</p> <p>This post is exempt from the Rehabilitation of Offenders Act 1974.</p>
Role models and demonstrates the Council's values and behaviours	<p>Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.</p> <p>We make our values real by demonstrating them in how we behave every day.</p>

All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.



EMPLOYER RECOGNITION SCHEME

SILVER AWARD 2024
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