

Job profile

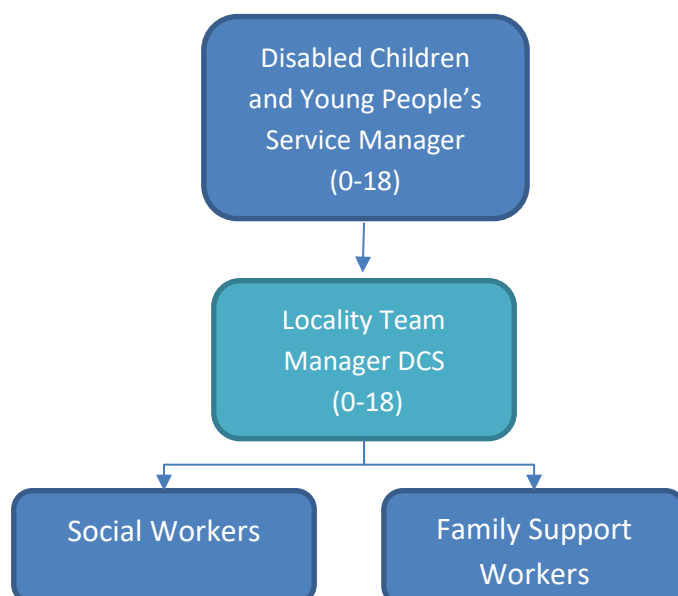
Service and job specific context statement

Directorate:	Children and Young People's Service
Service:	Inclusion
Post title:	Locality Team Manager for Disabled Children's Services (0-18)
Grade:	Grade N
Responsible to:	Disabled Children and Young People's Service Manager
Staff managed:	Manages operational frontline staff
Date of issue:	July 2021
Job family:	C&S - Care & Support

Job context

- The post is based within the Inclusion Service to ensure close collaborative working with the SEND teams. However, close working relationships across wider Children and Families service is a requirement within the role
- This role will involve working in an integrated way with key internal and external partners to ensure that the assessed needs of children and young people and their parents are met and there is collective responsibility for outcomes and resources required.
- A DBS check is required.

Structure



Job profile

Job Description

Directorate:	Children and Young People's Service
Service:	Inclusion
Responsible to:	Disabled Children and Young People's Service Manager
Staff managed:	Manage operational frontline staff

Job purpose	<ul style="list-style-type: none"> To lead and manage a team of social workers in a locality area who are responsible for a caseload of families with disabled children to ensure their needs are assessed and they receive an appropriate plan of support to meet need. To ensure high performance in terms of practice, assessment, review and resource management.
Operational management	<ul style="list-style-type: none"> To ensure high performance of social workers through regular supervision, professional development and observations of practice To ensure safeguarding practice across the team and ensure manager oversight of child protection, safeguarding issues and families at risk of crisis To ensure that assessments of need are high quality, reflect family context and the impact of the child's disability To ensure that the team performs highly against key performance indicators and standards and embraces the vision and values of the wider children's social care workforce in NYCC To ensure high quality assessment and outcome information as part of the statutory EHC process and participates in annual reviews and transition planning. To ensure responses to meeting assessed needs of families are proportionate, cost effective and regularly reviewed To ensure that the quality and development of the service area is informed by feedback from parents/carers, children and wider stakeholders To attend or chair planning, placement or review meetings and promote multi-disciplinary approaches
Communications	<ul style="list-style-type: none"> Establish rapport and respectful, trusting relationships with children, young people, their families and carers. Establish a high profile and strong working relationships with health, HAS, colleagues across CYPS and the third sector Ensure strong communication across the team to keep staff aware of developments and performance Remember and understand the procedures and legislation relating to confidentiality issues that apply to your job role Understand the key role and value of parents and carers; know when to refer them for further sources of information advice or support
Partnership / corporate working	<ul style="list-style-type: none"> To actively promote inter agency working, planning and developing services with schools, health, other LA services and the voluntary sector To provide professional advice to colleagues in children and families on assessment and meeting needs of children with disabilities To build strong relationships with SEND Hubs, to ensure a joined up approach to meeting education and care needs

Job profile

Resource management	<ul style="list-style-type: none"> • To work closely with health to ensure collective responsibility for identifying how needs are met and funded • Lead and manage a group of team managers including responsibility for their recruitment, development, appraisal, attendance management, grievance/discipline/capability issues etc. • To be responsible for the staffing and commissioning budget for the locality and to take corrective action to address pressures on the budget • To ensure continuing care assessments are carried out for identified children to ensure appropriate health contributions, escalating as necessary to review the decision • To ensure regular review of funding allocations for individual families as needs change and ensure consistency of decision making across social workers in the team • To ensure plans to support families and children with disabilities are cost effective and proportionate • To take responsibility for the performance of the team and manage the overall work of a Children's Social Care team, taking responsibility for decision making, professional judgements and delegation as appropriate. • To ensure staff in the team are clear about what is expected of them, are kept informed about their performance and enabled to develop the necessary skills and knowledge through supervision, appraisal and development opportunities. • Be accountable for service delivery outcomes in your area of responsibility. • Chair panels regarding complex staff issues • Drive continuous performance improvement
Systems and information	<ul style="list-style-type: none"> • Ensure high quality case recording which is subject to regular quality assurance • Use systems and information as appropriate to quality assure the work of other professional and support staff. • Effectively evidence management oversight of critical decisions and practice. • Ensure complex cases are subject to review to identify lessons to be learnt • Encourage families and children and young people to share information on their experience of the service they receive • Ensure service information is available to services users, their families and the general public as appropriate • Understand the importance of sharing information, how it can help and the dangers of not doing so.
Strategic management	<ul style="list-style-type: none"> • To contribute to the development of service and team plans to meet the needs of the population served, in line with key performance objectives, priorities and quality assurance principles. • To contribute to Corporate Directorate and cross Directorate strategic developments
Safeguarding	<ul style="list-style-type: none"> • Be responsible for promoting and safeguarding the welfare of children and young people that you are responsible for and come into contact with. • Be aware of the Local Safeguarding Children Board and its remit • Know about data protection issues in the context of your role • Know when and how to discuss concerns with parents and carers • Appreciate the effects of witnessing upsetting situations and know how to get support

Job profile

Person Specification	
Essential upon appointment	Desirable on appointment
Knowledge <ul style="list-style-type: none"> Knowledge of all statutory processes related to working with disabled children and young people across the whole age range 0-25 including knowledge of all relevant child and adult legislation including the Children Act, Children and Families Act, Care Act, CSDPA Act Knowledge of current philosophy in child and young person care Knowledge of Mental Capacity and Liberty protection Safeguards Knowledge of direct payments and self directed support Knowledge of the Assessment Pathway for children and young people across the whole age range 0-25 Knowledge of strong transitions for children Knowledge of continuing health care and continuing care funding Knowledge and experience of current research and good practice standards in relation to children and families at a local and national level. 	
Experience <ul style="list-style-type: none"> Can demonstrate extensive experience in managing the care needs of disabled children and young people (0-18) within the context of statutory legislation including child protection and court processes. Experience of supervising and managing staff. Experience of high performance delivery Experience of intra and inter agency work Case management experience of cases with complex legal, professional and ethical issues including court proceedings, case conferences and other formal processes 	
Occupational Skills <ul style="list-style-type: none"> Ability to supervise and manage a range of social care staff including social workers, family support workers Ability to effectively monitor performance and drive improvements Ability to prioritise and manage the work of the team to agreed national and local standards. Ability to motivate and lead staff in a changing social care environment. Ability to plan and develop new ways of working, including integration with other key agencies. Negotiation skills. Recruitment & Selection, including the Council's Equalities policy. Ability to communicate effectively with staff, elected members and service users (oral and written). Budget Management skills. Set and monitor practice to agreed standards. Business Planning. 	<ul style="list-style-type: none"> Planning and Project Management skills

Job profile

<ul style="list-style-type: none"> Ability to represent and promote the work of the Directorate with other agencies. 	
Professional Qualifications/Training/Registrations required by law, and/or essential for the performance of the role <ul style="list-style-type: none"> Professional qualification (CQSW, DipSW or CSS) Current registration with HCPC 	<ul style="list-style-type: none"> PQCCA Management Qualification
Other Requirements <ul style="list-style-type: none"> DBS check Availability to work as necessary outside normal office hours when necessary and by agreement Ability to meet the travel needs of the post across the geographical area 	
Behaviours Link	

NB – Assessment criteria for recruitment will be notified separately.

Optional - Statement for recruitment purposes: You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.