South Tyneside Council

CHILDREN, ADULTS AND HEALTH

JOB DESCRIPTION

POST TITLE: Fostering Officer

GRADE: Band 6/7 CG

RESPONSIBLE TO: Fostering Team Manager

RESPONSIBLE FOR: -

Overall Objectives of the Post:

To assist in the provision of a comprehensive Fostering Service that meets children's needs for substitute family care as and when they need it.

Key Responsibilities of the Post:

1. ***You will be responsible for the provision of the Fostering Service. You will:***

    - Play a key role in the recruitment and assessment of potential foster carers to meet the needs of Looked After Children.
    - Provide direct monitoring, supervision and support to an allocated number of Fostering Families.
    - Ensure that the wellbeing of children in substitute family care is central to all work.
    - Develop and lead support, development and training courses for Carers and Social Workers relevant to family placement work.
    - Ensure that the review of Foster Carers is timely, robust and comprehensive.
    - Present work as required to the Fostering Panel.
    - Offer support and advice to workers in the practice teams on fostering issues.
    - Assist the Children Adults and Families Group in the planning supervision and review of children's cases where substitute family care is a proposal.
    - Liaise with other agencies and professional bodies on fostering matters.
    - Maintain comprehensive and up to date records.
    - Be given opportunities for undertaking time limited pieces of project management.
    - Participate in a duty rota system as the needs of the service require.
    - Represent the fostering service in professional forums, panels and working groups as required.
    - Contribute to the development of a growing service.

Some unsocial hours will be necessary in order to offer the level of service outlined above.

South Tyneside Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others health and safety.

The above list is not exhaustive and other duties relevant to the post may from time to time be required. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Reference: WK/CL

Date: 12.12.17