# **PERSON SPECIFICATION: ASSISTANT TEAM MANAGER POST REFERENCE: SR-102124**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** | CSS/CQSW/DipSW/Degree in Social Work that permits registration with the Health Care Professions Council as a Social Worker. (F)  Registered with HCPC as a Social Worker (F) | Management Qualification, CMS, DMS or equivalent or commitment to undertake qualification once an opportunity arises (F)  Post Qualifying Award (F)  Practice Educator/Teachers Award and/or training in supervision of staff (F) |
| * **Work or other relevant experience** | Recent working experience within a Family Placement Team (F)  Significant post qualifying experience some of which has been within the Fostering environment. (F), (I)  Experience of working with staff from a diverse range of organisations (F)  Experience of complex case management (F) (I)  Experience of providing supervision to staff members (F) (I) | Experience of managing Fostering budgets. (I)  Experience of management in a multi agency setting. (I) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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| * **Skills, abilities, knowledge and competencies** | Demonstrates working knowledge of appropriate legislation such as the Children Act 1989 and 2004 (I), The Children and Families Act, Care Standards Act 2000, The Care Planning Placement and Case Review and Fostering Services Regulations 2011, National Minimum Standards Fostering. (F), (I)  Knowledge of departmental policies, procedures and practice guidance in relation to Fostering. (F), (I)  Demonstrates practical knowledge in respect of child development and family functioning (I)  Demonstrates an understanding of the process of assessment. (I)  Demonstrates ability to work with other professionals (I)  Information Technology skills (F)  Demonstrates ability to provide supervision and support to colleagues (F), (I)  Evidences ability to engage and develop effective working relationships with children, young people, adults and other practitioners. (I)  Evidences ability to set and work to goals or deadlines that are realistic (I)  Ability to work as part of a team and communicate effectively at all levels both orally and in writing (F) (I).  Experience of completing Corum BAAF Form F1 and Connected Person’s assessment and completion of these within the set timescales. (F) (I)  Is able to demonstrate excellent interpersonal and communication skills. (F) (I)  Is able to demonstrate good analytical skills (F) (I)  To be able to manage their time efficiently, prioritising well and making effective decisions (F) (I) | Demonstrates the ability to implement reforms in practice and support colleagues to develop new skills (F)  Demonstrates knowledge of a wide range of services and resources provided in the statutory, voluntary and independent sectors (I) | |
| * + **General competencies** | Need to have access to transport for work purposes (F)  Demonstrates a willingness to take additional training and development to enhance competencies and skills (I)  Ability to work in an assertive but supportive manner with both staff and service users. (F), (I)  Ability to work flexibly and to own initiative without close supervision (I) (F) | Demonstrates the ability to engage with Colleagues, Community Leaders, and Heads of other services. (I) | |
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Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.