



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

PERSON SPECIFICATION

POST TITLE: SEND Services Team Manager

GRADE: Band 9

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	<ul style="list-style-type: none"> Professional qualification to degree level in one of the following: youth justice, social work, probation, youth and community work, health, police, teaching Level 2 English (GCSE grade C or above) Level 2 mathematics (grade C GCSE or above) 	<ul style="list-style-type: none"> Specialised qualification/training in SEND Specialised qualification/training in work with children and young people Recognised management qualification or evidence of completion of a structured management development programme 	<ul style="list-style-type: none"> Application form Certificates
Work Experience	<ul style="list-style-type: none"> Relevant experience in a management role within SEND services or in a school setting Relevant experience of managing and supervising staff Relevant direct experience of inter-agency work Budget management experience Evidence of high performance and achievement in a management role Up to date training in SEND Code of Practice, child protection, safeguarding, CSE, PREVENT, E-safety, safer recruitment 	<ul style="list-style-type: none"> Experience of managing a multi-agency team Experience of working in a local authority setting Experience of formulating and delivering operational plans Experience of managing a complex budget Experience of developing and delivering training programmes Experience of managing change in a complex environment 	<ul style="list-style-type: none"> Application form Interview References
Knowledge/ Skills/ Aptitudes	<ul style="list-style-type: none"> Knowledge and understanding of SEND Thorough knowledge and understanding of the SEND Code of Practice Knowledge of the work of pre-school settings, schools and specialist SEND providers Commitment to improving 	<ul style="list-style-type: none"> Knowledge of local government processes and those of partner agencies Presentation skills IT Skills Deeper understanding/knowledge of one or more particular aspects of SEND (eg autism; PMLD etc) 	<ul style="list-style-type: none"> Interview References

	<p>outcomes for children, young people and families and ensuring all have the “best start in life”</p> <ul style="list-style-type: none"> • Ability to provide effective leadership and motivate • Influencing and negotiating skills • Able to understand, interpret and utilise complex information and data • Able to set priorities and make decisions • Excellent communicator: able to communicate effectively at all levels • Problem solving skills • Commitment and ability to achieve the highest standards in delivering an excellent and effective service • A firm grasp of the principles of effective practice 	<ul style="list-style-type: none"> • Knowledge and understanding of accurate budget forecasting 	
Disposition	<ul style="list-style-type: none"> • Able to work as part of a team • Committed to the principles of equality and diversity, and able to work in a fair and anti-discriminatory manner and ensure this approach is adopted across SEND Services • Able to work flexibly in a high pressure environment and meet deadlines • Resilience - ability to meet challenges head on, able to reflect on own practice, able to view things with perspective and be proportionate in response 		<ul style="list-style-type: none"> • Interview • References
Circumstances	<ul style="list-style-type: none"> • Full current driving licence or access to a means of mobility support • Enhanced clearance from the Disclosure and Barring Service 		<ul style="list-style-type: none"> • Application form • DBS check • Interview