

Post Title: Lead Practitioner – Housing Services CC395

Evaluation: 581 points **Grade:** N09

Responsible To: Housing Assessment and Advice Manager

Responsible For: N/A

Job Purpose: To assist the Manager to ensure Housing Services are effectively developed and delivered to a high standard or preventative measures and support are delivered by providing professional advice and guidance to officers/external partners that will improve outcomes for individuals and families in housing need.

Main Duties: The following list is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

- 1 To co-ordinate case management of people in acute housing need and to provide professional advice and guidance to team members within the following areas:
 - Temporary Accommodation Services;
 - Homelessness Prevention;
 - Complex Needs;
 - Rough Sleeping;to ensure that the services provided are consistent, integrated and are of the highest standard.
- 2 To lead the management of complex and sensitive cases ensuring that families or individuals receive appropriate support.
- 3 To ensure all aspects of the service comply with the requirements of Safeguarding Children and Vulnerable Adults.
- 4 To develop, implement and maintain quality assurance methods and systems in relation to Housing Services that will ensure that service specifications meet the delivery model.
- 5 To contribute to the development and implementation of strategies and policies in relation to Housing Services, including the interpretation of national policies to enable effective delivery at a local level.
- 6 To develop and maintain positive and collaborative relationships with all relevant external agencies and stakeholders that will improve practice and outcomes for families and individuals.
- 7 To monitor the allocated budget in accordance with the Authority's financial procedures.

- 8 To prepare and present to the Management Team, relevant advice and information to assist with the overall evaluation of services against the required outcomes.
- 9 To ensure where appropriate the building is safe and secure and provide off site cover in the absence of the manager.
- 10 To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.
- 11 To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.