



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

JOB DESCRIPTION

POST TITLE:	Practice Manager - Supporting and Strengthening Families
GRADE:	SM1
RESPONSIBLE TO:	Service Manager - Supporting and Strengthening Families
RESPONSIBLE FOR:	The management and leadership of a Supporting and Strengthening Families social work led team.

The team provides packages of support and interventions to a wide range of children, young people and their families including children in need of protection and those looked after for whom a permanency plan is yet to be finalised. The post holder will be responsible for ensuring that children in need, including those in need of care and protection receive safe, effective, timely and outcome focussed support and intervention. The interventions will be social work led, relationship based and centre on team around the child/family and Think Family approaches and reflect a shared remit to safely increase the number of children in need that are able to remain within their own families and communities.

The post holder will play an important role in supporting the future development of social work 'led' interventions across the continuum of needs and services and the new models and ways of working this will require.

Overall Objectives of the Post:

1. To ensure the team/service is able to deliver effectively and timely support and intervention to children in need, including children in need of care and protection in accordance with assessed need, relevant legislation, guidance and research.
2. To promote and embed multi-agency and multi-disciplinary approaches so that children, young people and families receive co-ordinated support via Team around the Child/Family and Think Family Approaches that promote a positive journey through support and intervention.
3. To promote and embed relationship and partnership based approaches with children, young people, and their families/carers in all aspects of support and intervention so that children, families/carers are fully involved and understand the reasons for the plan and intervention.
4. To promote, develop and embed effective intervention and assessment methodologies to ensure that families receive the right help and at the right time.
5. To ensure that formal safeguarding arrangements are operating in accordance with agreed policies, thresholds, guidance, research and legislation.
6. To support the Council in meeting its statutory duties and obligations in relation to children in need, including those in need of care and protection.
7. To help represent and prioritise the interests children in need within key strategic processes and partnerships such as MALAP and the Children and Families Board and ensure the team/service contributes to the review, planning and development of services and joint working arrangements.
8. To help ensure that the team/service is able to support service development and improvement through the gathering, evaluation and use of qualitative and quantitative information, data and intelligence.

9. To ensure that all services are accessible, accountable, fair and “customer focused” and take into account needs arising from culture, gender, disability, sexual orientation and faith.

Key Tasks of the Post:

1. To lead, manage and provide direction to the team in delivering evidence based, timely and outcome focussed support for children in need, including those in need of care and protection, that is compliant with policies, procedures, guidance and statutory frameworks.
2. To operate an effective and efficient case management and allocation system in accordance with professional’s role, skills and abilities and that take account of priority, risk and need using the Councils ITC system.
3. To ensure that the team and service works in partnership with children, young people, families and other agencies, using team around the child/think family approaches so that children and young people experience a positive journey through support and intervention.
4. To lead effective performance management and quality assurance arrangements for the team in order to ensure high quality practice on the frontline and enable senior managers to be assured of this.
5. To co-ordinate and convene multi-agency forums, meetings and panels to ensure the effective multi agency management of contacts, referrals pathways, and interventions
6. To make/contribute to effective decisions, within the agreed schemes of delegation, regarding planning for children in need, maximising opportunities for reunification and supporting young people to achieve independent living within the local community.
7. To oversee and ensure an effective response to child protection enquiries based on a robust response to the identification and management of risk.
8. To ensure that the team’s working practice maintains a focus on supporting and strengthening families’ ability to safely care for their children, wherever possible whilst ensuring that the child’s welfare remains at the centre of all decision making.
9. To provide high quality support and supervision to team members that promotes their personal and professional development and monitors progress against individual development objectives and promotes the achievement of high quality practice via the use of evidence based interventions. To record these key decisions in a way that allows the child’s journey to be visible and understood.
10. To take responsibility for ensuring individual practice is subject to continuous improvement and meets with local and national professional standards, including attending training and professional development events and activities relevant to the role and necessary for registration with the HCPC.
11. To provide cover for other team managers in their absence.
12. To effectively manage the team’s budget and any other areas of authorised expenditure within agreed limits and procedures and maintain records complying with internal audit procedures.
13. Act as appointing officer (where appropriate) and ensure that recruitment, selection, retention and associated HR policies and procedures are fully implemented.
14. To prepare for and take part in supervision and annual appraisal and attend undertake such training and development as required
15. To build and develop relationships at a strategic level with our partners to improve services and interventions offered to our most vulnerable families on a multi agency level.
16. Contribute to the implementation of various models of practice on a sophisticated level to ensure children and young people are receiving targeted intervention that is measureable and has a clear impact on children and young people.
17. To contribute to the development of Assistant Team Managers and Senior Practitioners, guiding them into management roles, offering learning opportunities for them and sharing knowledge and expertise.
18. To ensure decision making and recording is robust and sound within a child’s file, to ensure children and young people receive the right service for the right reasons.
19. Actively promote and monitor practice changes, and measure effectiveness for our children and young people.
20. To attend meetings and forums alongside our partners to develop multi agency approach to service delivery, to challenge and support professionals within their arena to deliver an effective service.
21. To deputise for the Service Manager in an agreed capacity

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 help, where appropriate and necessary, with the training and development of fellow colleagues.

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

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

Reference: LC/CL

Date: 14.06.18