

Company Profile

Established in 2017, Together for Children is on a mission to improve services in social care, early help and education and engage the whole community in giving children and young people in Sunderland the best possible opportunity to thrive.

Together for Children is ambitious not just to develop excellent children's services, but to make Sunderland a national leader in integrating the interests of children and young people into the heart of every sector in the City.

Our workforce is AMAZING with a passion for improving the life chances of children and young people. We all strive to make a difference, irrespective of our work vocation or specialism.

www.togetherforchildren.org.uk

Twitter Facebook Instagram LinkedIn

Reporting to:

lynn.stoneley@togetherforchildren.org.uk

Location:

Stanfield Business Centre, Sunderland but there will be an expectation of travel between sites combined with options for agile working when appropriate.

Workforce Development Coordinator

Service Directorate

Corporate and Commercial Services

Purpose

To support TfC Social Care Academy learners to achieve their programme of study in a timely manner by assisting the Principal Social Worker to carry out induction onto the programmes, practical training, instruction and assessment.

To retain accurate and updated learning records on behalf of Social Care Students, Newly Qualified Social Workers (NQS) in their Assessed and Supported Year of Employment, Practice Educators and Assessors.

To liaise with training providers and Higher Education Institutions in developing and commissioning provision.

To act as the first point of contact for Student Social Workers and their Practice Educators, ensuring pastoral support is in place to maximise achievement and wellbeing.

To assist the Principal Social Worker in ensuring appropriate provision is in place to support the learning and development of staff within Social Care.



Responsibilities

Innovation and Continuous Improvement

- To support with organisation of training for Social Care including NQSWs and students.
- Review and evaluate performance across the training programme.

Results focuses

- Ensure that records are appropriately maintained.
- Managing the finances associated with the Student and Practice Education programme.

Learner Focussed

- Supporting the administration of the ASYE programme to support Newly Qualified Social Workers.
- Assisting with the induction and assessment of the ASYE Programme, ensuring that any issues are effectively resolved and that NQSWs are effectively supported to complete the programme.
- To offer 1:1 pastoral support sessions with NQSWs throughout the year and to attend NQSWs review points.
- Coordinating the Practice Education programme and holding sessions with the Practice Educators and Mentors to support and develop their skills
- The induction of all students, extending support and assistance to students appropriately.
- Liaising with Higher Education Institutes to develop suitable ways of enabling students to meet learning outcomes.
- To support Social Care with the provision of sufficient appropriate learning opportunities within the placement to enable students to demonstrate required standards.

Commercial Awareness

- To undertake a minimum of 30 hours continuous professional development per year.
- To represent the company at Regional Organisational Development and Regional Workforce groups when required, ensuring that the company accesses the available training opportunities.
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Team Working and Communication

- Provide initial advice and guidance on the practical elements of programmes in line with Company policies and procedures.
- Monitor and liaise with appropriate Social Care staff to discuss progress and issues in practical activities.

Statutory Requirements

In line with the Together for Children's Statutory Requirements, all employees should:

Comply with the principles and requirements of the General Data Protection Regulation (GDPR) in relation to the management of Together for Children Sunderland's records and information, and respect the privacy of personal information held by Together for Children Sunderland.

Comply with the principles and requirements of the Freedom in Information Act 2000;

Comply with the Together for Children Sunderland's information security standards, and requirements for the management and handling of information;

Undertake the duties of the post in accordance with the Company's Equal Opportunities Policy, Health and Safety Policy and legislative requirements and all other Company policies.

This position is a politically restricted post as identified by Together for Children and in accordance with The Local Government and Housing Act 1989 (LGHA).

Person Specification

Essential Requirements	
<ul style="list-style-type: none">• CIPD qualified or relevant experience in the field of Learning Development• Knowledge and experience of statutory social work• Demonstrable experience of identifying training needs• Developing and implementing training strategies, and evaluating learning outcomes• Proven training / facilitation skills• A strong team focus and excellent relationship building skills• Understanding of workforce planning and talent management strategies• Social Work Qualification• Knowledge of Social Care practice models and methodology• Practice Education qualification (level 1/2)	Application form, interview and work task
Desirable Requirements	
<ul style="list-style-type: none">• Direct experience of supporting Social Care students• Direct experience of supporting Newly Qualified Social Workers	Application form, interview