# **PERSON SPECIFICATION: Assistant Team Manager-Through Care**

# **POST REFERENCE: 107655 AND 107656**

**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.  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  Practice Educator/Teachers Award and/or training in supervision of staff |
| * **Work or other relevant experience** | Most have experience working within a children & families environment (F)  Experience of working with staff from a diverse range of organisations (F) | Demonstrate experience and working knowledge of Looked After Children and Care Leavers (F) (I)  Experience of management in a multi agency setting. (I)  Experience of implementing new processes at a strategic and operational level |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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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) | |
| * **Skills, abilities, knowledge and competencies** | Demonstrates working knowledge of appropriate legislation such as the Children Act 1989 and 2004 (I), Working Together (2015),  Knowledge of departmental policies, procedures and practice guidance  Demonstrates practical knowledge in respect of child development and family functioning (I)  Demonstrates an understanding of the process of assessment, planning and review (I)  Demonstrates ability to work with other professionals (I)  Information Technology skills (F)  Demonstrates ability to provide supervision and support to colleagues (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)  Demonstrate good knowledge and experience of using relevant legislation linked to looked after children and care leavers (F) (I)  Demonstrate good knowledge and experience of using relevant legislation linked to Unaccompanied Asylum Seeking Children (UASC) and former UASC (F) (I)  Experience of use in practice of the Pledge and the Care Leavers Charter (F) (I) | |
| * + **General competencies** | 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)  Need to have access to transport for work purposes including the transport of children and families (F)  Ability to work as part of a team and communicate effectively at all levels both orally and in writing (F) (I).  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, Heads of other services. (I)  Proven experience to organise and manage workload (I) | |
| **ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

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| |  |  | | --- | --- | |  |  | | Corporate E Induction – E Learning  Employee Protection Register |  | | Health and Safety Awareness |  | | Manual Handling — if role involves moving large objects |  | | Information Governance/Security Awareness |  |  | | --- | | Safeguarding All (e-learning)  Equality and Diversity (e-learning) |  |  | | --- | | Safeguarding Against Radicalisation – The Prevent Duty (e-learning) |  |  | | --- | | Specific IT System Training and access *(if applicable to job role)* e.g:   Carefirst Training-Specific to Adult Social Care staff   ICS New Starter-Specific to Children’s Social Care Staff (e-learning) |  |  | | --- | | LSCB Rough Guides for Practitioners | | |  | | --- | | If undertake work with the general public, refreshed every 2 years) |   Refreshed every 3 years  Refreshed every 3 years  Refreshed every 2 years  Refreshed every 3 years min  Refreshed every 3 years |

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.