

## Job Description

<b>Job Title:</b>	Team Manager: Assessment
<b>Salary Grade:</b>	Grade 10
<b>SCP:</b>	42 - 46
<b>Job Family:</b>	People Care
<b>Job Profile:</b>	PC 6 plus WC conditions factors and market supplement – Shift allowance
<b>Directorate:</b>	Children's Services
<b>Job Ref No:</b>	
<b>Work Environment:</b>	Emergency Duty Team
<b>Reports to:</b>	Service Manager
<b>Number of Reports:</b>	Advanced Practitioners, Casual Advanced Practitioners

Your normal place of work will be within Grace House, but you may be required to work at any Company recognised workplace.

This position requires an Enhanced Disclosure and Barring Service (DBS) Check.

### Purpose:

To represent, organise and oversee interventions to safeguard children to deliver services efficiently, to standard, within budget and out of normal office hours, including weekends, night shifts and bank holidays.

To work in accordance with established policies and procedures of Together for Children and Sunderland Safeguarding Board.

### Key Responsibilities:

To manage a team of Advanced Practitioners working outside of normal office working hours within a Childrens Emergency Duty Team who offer safeguarding and

general welfare interventions throughout the whole of Sunderland. This role will involve leading and overseeing child protection investigations, supporting children who are in our care and any other welfare concern that is presented to the team out of hours.

To manage and be part of a rota system whilst ensuring all shifts are covered. This may include covering the shiftwork of workers during annual leave or periods of sickness often at short notice.

To ensure the effective delivery and monitoring of quality assurance and performance across the team.

To ensure compliance with national minimum standards and the achievement of national and local performance indicators.

To contribute to the delivery of strategy and planning across the child protection service.

To plan and control delegated budget for the specific service area.

To manage and authorise deployment of employees within the service area.

To manage the training and development requirements of staff within the service area.

To determine how to manage complex safeguarding situations, manage capacity within a shift and ensure that all enquiries are managed effectively and in a timely manner.

To conduct, monitor and support investigations in especially complex or high risk cases.

To contribute towards the development of service planning.

To monitor and review third party services received against that stated within service level agreements.

To liaise with external agencies/bodies in relation to the service delivery within the child protection service area and to share information.

Where appropriate assess and escalate requirements for premises alterations and maintenance.

To raise and address (where appropriate) issues of poor practice and performance, internally the organisation, and then independently if required.

To ensure effective and timely communication within and across the service area so that key messages are conveyed to employees, partners, suppliers and other stakeholders in a consistent way.

To promote mechanisms to seek out, listen to and respond to the views and ideas of managers, employees, partners and other stakeholders (particularly children and young people and their families) in order to ensure services are relevant, responsive and focused on meeting identified needs.

To engage in and promote effective networking at local, regional and national levels to ensure that services are responsive to national developments and leading practice.

To keep abreast of changing contexts at local and national level, and take account of these in social work practice.

To take an active role in inter-professional and inter-agency working building own professional network and collaborative working across other organisations.

To champion diversity and equality in all aspects of service delivery, demonstrate confident application of ethical reasoning to professional practices.

To work within the Company's professional policy and procedures and code of conduct.

### **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.

Use information only for authorised purposes.

**Author:** Paula Steel

**Date:** July 2021

## Person Specification

**Job Title: Team Manager: Emergency Duty Team**

**Service: ICRT, Assessment Teams and EDT**

**Role Profile reference: PC7**

Essential Requirements	
<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Educated to degree level with appropriate professional qualification: Social Work (CSS/CQSW or DipSw, MA SW, BA Hons SW)</li> <li>• Current Social Work England Registration;</li> <li>• Evidence of continuous professional development;</li> <li>• Current driving licence and access to a car, or means to mobility support.</li> </ul>	Application form Interview
<p><b>Experience of :</b></p> <ul style="list-style-type: none"> <li>• Applying in practice the principles of child care legislation relating to child protection and the provision of services to children in need;</li> <li>• Applying critical reflection and analysis to increasingly complex cases;</li> <li>• Undertaking child protection investigations and assessments of the needs; assessment and appropriate management of risk;</li> <li>• Ensuring the delivery of agreed programme;</li> <li>• Managing complex safeguarding situations; planning and organising workload to meet statutory timescales and local policy, respond appropriately and independently (as appropriate) to unanticipated problems;</li> <li>• Direct professional social work to child and their families;</li> <li>• Provide professional social work support develop effective relationships and manage conflict</li> </ul>	Application form Interview

<ul style="list-style-type: none"> <li>• Influence develop and change the motivation and behaviour of people to achieve objectives.</li> <li>• The supervision and guidance of social work staff.</li> <li>• Managing team performance to meet the requirements of the Practice Standards.</li> </ul>	
<p><b>Knowledge and understanding of:</b></p> <ul style="list-style-type: none"> <li>• Strong analytical and risk management skills for responding to complex safeguarding situations, supporting Children in our Care and an understanding of the pressures of out of hours working across a range of cases.</li> <li>• Ability to explain professional reasoning judgements, and decision making;</li> <li>• Applying a range of interventions with children, young people and their families;</li> <li>• Demonstrable knowledge and understanding of Children Act 1989 and 2004; including awareness of current national policy drivers effecting children's social care, and new evidence based research;</li> <li>• Theory and practice of care assessment, planning, relevant legislation and its application.</li> </ul>	Interview
<p><b>Ability to:</b></p> <ul style="list-style-type: none"> <li>• Demonstrate commitment to the protection and safeguarding of children and young people at risk of abuse;</li> <li>• Share information, obtain information and have dialogue with others, either in writing, in person or over the telephone.</li> <li>• Effectively engage with a range of individuals including children, parents and carers, other professionals and colleagues.</li> <li>• Amalgamate and use information to generate high performance at case and team level.</li> <li>• Apply knowledge of legislation, research and policy to the practice of social work with children and families.</li> <li>• Identify indicators of risk and resilience and carry out effective risk assessment.</li> <li>• Present and disseminate information to support learning and development for social care staff and staff from partner agencies.</li> <li>• Effectively chair and manage meetings.</li> <li>• Effectively use a PC to write reports/assessments, record information or input data.</li> <li>• Establish direction and influence others towards shared goals and empower, inspire and motivate individuals. Model the social work role, promote social work and decision making within and outside the organisation.</li> <li>• Be self-motivated, resilient and committed to excellent social work practice.</li> <li>• Take ownership and responsibility arising from own and others' case work appropriate to the level of the post.</li> </ul>	Application form/Interview

<ul style="list-style-type: none"> <li>• Lead by example and promote excellence.</li> <li>• The ability to work outside of normal working , including nightshifts, weekends and bank holidays to meet the needs of the service;</li> <li>• Manage budgets;</li> <li>• Take a long-term view, sets goals, and evaluate the impact of ideas and policy decisions; including creative thinking skills with the ability to improve services develop new ways of working, and find appropriate solutions to complex issues;</li> <li>• Establish direction, influence others towards shared goals and empower, inspire and motivate individuals.</li> </ul>	
Commitment to Equal opportunities	Interview

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