

Job Description

Post Title: Social Care Assurance Lead (A5078)

Evaluation: 627 Points

Grade: N10

Responsible to: Assistant Director, Adult Social Care

Responsible for: n/a

Job Purpose: To lead on identification and implementation of practice improvements through the development and delivery of a Directorate Quality Assurance Framework to ensure effective outcomes for individuals, families and carers. To quality assure social care practice and service delivery identifying best practice and areas for improvements. To support the transfer of learning from quality assurance activities into practice and service delivery.

Main Duties: The following 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 lead on the development and implementation of a social care quality assurance framework and monitoring tools in line with the CQC assessment process for local authorities who have adult social care responsibilities.
2. To oversee the delivery of the Directorate's Quality Assurance Framework, undertake periodic reviews and on-going development to ensure fitness for purpose.
3. To work with, support and influence service managers and staff to deliver against the social care quality assurance framework.
4. Work with service delivery staff, managers and key partners to establish effective performance management processes and appropriate project management governance in line with corporate requirements to ensure achievement of the directorate objectives.
5. To coordinate and ensure implementation of activity required throughout inspections, working across teams, services, and organisations to ensure that regulator requests are met in a timely and effective way.

6. To coordinate and lead the embedding of quality assurance as an essential element of asset-based practice.
7. To work with the Principal Social Worker to identify areas of potential practice improvement.
8. To undertake audits, analyse findings, prepare and deliver reports/ presentations to staff across the Directorate, making recommendations for improvements as needed.
9. To work closely with managers in embedding quality assurance processes, including audit activity across Adults Social Care.
10. Develop and review relevant policies, procedures and practice standards to support good practice across services.
11. Coach, mentor, share learning and work with managers staff and partners to ensure a shared commitment to the delivery of services in line with the quality assurance framework.
12. Work collaboratively with statutory partners regarding quality and performance activity.
13. To lead and support, as appropriate on communications, co-production, consultation, engagement and promotion activities.
14. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.