 Stockton-on-Tees BOROUGH COUNCIL	JOB DESCRIPTION
DIRECTORATE: Children's Services	SERVICE AREA: Children and Families
JOB TITLE: Harm Outside of the Home Manager	GRADE: O
REPORTING TO: Service Lead – Children and Families	

1. JOB SUMMARY	
<p>To co-ordinate the development, implementation and continuous improvement of our approach to Harm outside of the home, exploitation and contextual safeguarding practice across Children's Services and our partners.</p> <p>Work flexibly across Children's Services and with other agencies, partners and stakeholders to meet the needs of children, young people and families.</p> <p>You may be requested to lead on specific projects, take on responsibility for other areas of work and deputise for your line manager when required.</p>	
2. MAIN RESPONSIBILITIES AND REQUIREMENTS	
1.	<ul style="list-style-type: none"> • To support the implementation of the response to Harm outside of the home across the Safeguarding Children Partnership by supporting partners with contextual safeguarding work. • To co-ordinate the implementation of the Harm outside of the home framework in Children's Services, adopting a multi-agency, systems-wide approach. This includes the line management/oversight of discrete staff. • To provide specialist advice, vision and leadership to practitioners, team managers and partner agencies. To identify and cascade national best practice examples and lead the development / review of local policies, procedures, and standards so these incorporate extra-familial risk and harm. • To provide consultations to staff to assist with their response to children with complex needs and risks Deliver training and workshops in partnership with others. To advocate an ethos of continuous improvement. • To work with partners in the mapping and triangulation of information to inform decision making and the coordination of services. Chair multi-agency meetings, as necessary, notably the HOTH risk management meeting.

	<ul style="list-style-type: none"> • To prepare performance reports for the local authority and strategic partners on contextual safeguarding work that clearly identifies the cohort of children and young people at risk of exploitation and harm outside of the home. • To provide high quality coaching and supervision which promotes learning, reflection and professional development. Quality assurance of contextual safeguarding practice. • Use the law, regulatory and statutory guidance to inform practice decisions. Make use of the best evidence from research to inform the complex judgements and decisions needed to support families and protect children from intra-familial and extra-familial harm. • To co-ordinate the response to children and young people who are deemed to be at the highest risk of harm outside of the home. To support and challenge partners in their response to this cohort of children and young people. • To be the central point of contact for information sharing around contextual risks and exploitation.
2.	Directly manage the team, ensuring that service objectives are achieved.
3.	Directly manage people in the team, support their learning and development and undertake your own personal development.
4.	Work flexibly across Children’s Services and with other agencies, partners and stakeholders to meet the needs of children, young people and families. This will include a variable workplace base across Stockton and the Childrens Hub in Hartlepool.
5.	Promote a positive workforce culture that is focussed on delivering excellent customer service and ongoing service improvement.
6.	Support and promote the ongoing work, development and improvement of the Directorate and the Council.
7.	You may be requested to lead on specific projects, take on responsibility for other areas of work and deputise for your line manager when required.
<p>3. GENERAL</p>	
<p>Job Evaluation - This job description has been compiled to inform and evaluate the grade of the job.</p> <p>Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.</p>	

Workforce Culture and supporting behaviours and Code of Conduct – The post holder is required to carry out the duties in accordance with Workforce Culture and supporting behaviours, code of conduct, professional standards and promote equality and diversity in the workplace.

Personal Development – As defined by the Council’s Culture Statement, all employees will take responsibility for their own development


Customer Services – The post holder is required to ensure that all customers both internal and external, receive a consistently high quality level of service, commensurate to the standards required by Stockton on Tees Borough Council.

Policies and Procedures – The post holder is required to adhere to all Council Policies and Procedures.

Health and Safety – The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.


Safeguarding – All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council’s Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

Job Description dated: November 2024

 Stockton-on-Tees BOROUGH COUNCIL	PERSON SPECIFICATION	
DIRECTORATE: Children's Services	SERVICE AREA: Children and Families	
JOB TITLE: Harm Outside of the Home Manager	GRADE: O	

CATEGORY	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
Qualifications	<ul style="list-style-type: none"> • Degree or equivalent relevant professional or management qualification or the equivalent level of knowledge gained from demonstrable relevant work-related experience. • Social Work qualification 	<ul style="list-style-type: none"> • Continuous professional development in leadership and management 	<p style="text-align: center;">Application</p>
Experience	<ul style="list-style-type: none"> • Managing/supporting teams and people • Managing performance • Decision making • Supporting learning and development • Partnership working • Promoting a positive culture • Customer focus • Improving services • Proven ability to chair multi agency / complex meetings • Significant practitioner / case management experience within children's services 	<ul style="list-style-type: none"> • Corporate and strategic thinking • Political awareness • Working in local government or public sector 	<p style="text-align: center;">Application / Interview</p>

	<ul style="list-style-type: none"> • Experience of providing safeguarding advice to other professionals 		
Knowledge & Skills	<ul style="list-style-type: none"> • Effective communication • Problem solving • Effectively plan and prioritise workload • Microsoft Office technology solutions • Service-specific information and case management systems • Contextual Safeguarding and Safeguarding work • Knowledge and understanding of Harm outside of the home • Risk Management Approaches 	<ul style="list-style-type: none"> • Media handling • Programme / project management • Information governance and security • Experience working with children and young people who are experiencing harm outside of the home and/or are at risk of exploitation 	Application / Interview
Behaviours	<ul style="list-style-type: none"> • Demonstrate the behaviours that underpin the Council's Culture Statement • Leading by example • Collaborative team worker • Handle difficult situations sensitively • Pragmatic, flexible and resilient • Self-motivated, energetic, not easily discouraged • Share learning with colleagues by mentoring, coaching and reflective discussion. 		Application / Interview
Other requirements	<ul style="list-style-type: none"> • The role requires frequent travel between venues across the borough, therefore a full driving licence and / or access to transport is essential • The role is delivering a service predominantly during office hours however an ability to flexibly work beyond core hours is essential to meet the needs of service users and/or the service • Positive enhanced DBS clearance 		Application / Interview
Person Specification dated: November 2024			

 Stockton-on-Tees BOROUGH COUNCIL	KNOWN RISKS FOR THIS ROLE
DIRECTORATE: Children's Services	SERVICE AREA: Children and Families
JOB TITLE: Harm Outside of the Home Manager	
GRADE: O	
JOB LOCATION / BUILDING: Various	
REPORTING TO: Service Lead – Children and Families	

The following are the known risks for this role as identified through a Risk Assessment. More than one risk may apply. Where there are no known risks this will be indicated.

Known Risks - which require Baseline Health Surveillance Screening before or at start of employment and ongoing health surveillance with Occupational Health		
Known Risk	Yes	No
Noise: Employee is likely to be regularly exposed to noise above the exposure action level. (Daily or weekly exposure of 85dB)		/
Vibration: Employee will be exposed to vibration above the daily Exposure Action Value (EAV) of 2.5m/s ² A(8) 9		/
Respiratory: Employee will be exposed to Hazardous Substances such as machine generated wood dust, mineral dust, solder flux, glues, resins, cutting oils, latex. (Those working with respiratory/skin irritants or sensitizers as defined by COSHH)		/

Known Risks which require a Medical Assessment with Occupational Health prior to starting employment and ongoing assessment during employment.		
Known Risk	Yes	No
HGV/LGV/Fork Lift Truck/Passenger Carrying Vehicle/Minibus (Group 2) Licence Drivers: Employee will be required to drive an HGV/LGV/FLT/PCV/Minibus.		/
Asbestos: Employee likely to be exposed to asbestos. Work with asbestos' includes: <ul style="list-style-type: none"> ○ Work which removes, repairs, or disturbs asbestos ○ Ancillary work (work associated with the main work of repair, including maintenance work on equipment) ○ Supervisory Work (work involving direct supervision over those removing, repairing, or disturbing asbestos) 		/

Known Risk	Yes	No
<p>Lead: Employee likely to be exposed to lead or lead based products (handling, processing, repairing, maintenance, storage, disposal) The lead must also be in a form in which it is likely to be:</p> <ul style="list-style-type: none"> ○ Inhaled, e.g., lead dust, fume or vapour. ○ Ingested, e.g., lead powder, dust, paint or paste; or ○ Absorbed through the skin, e.g., lead alkyls or lead naphthenate. <p>The regulations do not apply to work with materials or substances containing lead where, because of the nature of the work, lead cannot be inhaled, ingested, or absorbed.</p>		/
<p>Confined Spaces - Safety Critical: Employee will be required to work in a confined space where specialist equipment or breathing apparatus is needed.</p>		/
<p>Working at Heights - Safety Critical: Employee will be required to work at a height.</p>		/
<p>Blood-borne viruses: Employee is at risk of exposure to Blood-borne viruses e.g., needle stick injury, human bite, contact with human blood or other bodily fluids and sewerage.</p>		/

Other Known Risks		
Known Risk	Yes	No
<p>Council Vehicles or transport that does not require a Group 2 licence: Employee will be required to drive a Council vehicle or regularly transport service users/clients/pupils in their own vehicle as part of normal duties.</p>		/
<p>Food Handlers: Employee will be preparing and handling food <i>Food Handlers Questionnaire to be completed and sent to Occupational Health</i></p>		/
<p>Night Workers: Employee will be regularly working at night <i>Optional Night Worker Questionnaire available</i></p>		/
<p>Lone Working (including Home Working): Employee will be required to work alone.</p>	/	
<p>DSE Users: Employee will be required to use Display Screen Equipment (DSE) <i>DSE Training and assessment should be completed on commencement – arranged by manager</i></p>	/	
<p>Any Other: Please identify any other known risks associated with this job role.</p>		/

As the manager of this post, I declare that the details above are an accurate reflection of the risks associated with the post.

Signature of Manager: N.Wilson

Date:15/11/24

For any queries related to this form, please refer to the Known Risk Managers Explanatory Notes, or email the Occupational Health Department:

Occupational.Health@stockton.gov.uk