

 Stockton-on-Tees BOROUGH COUNCIL		JOB DESCRIPTION
Directorate: Children's Services		Service Area: Residential Care
JOB TITLE: Residential Care Officer		
GRADE: H/I		
REPORTING TO: Registered Children's Home Manager		
1.	JOB SUMMARY: - To work as directed by the home's manager in ensuring the day to day running of the home is conducted within the relevant legal frameworks - To support in providing high quality care, family support, outreach and complex needs services as outlined in the homes Statement of Purpose. - To support and contribute to the ongoing development and implementation of the directorate vision, culture and sufficiency business planning in regards to support to families and care placements. Appointment Grade – The grade at which appointment is based is subject to the completion and awarding of the Level 3 Diploma for Residential Childcare (England).	
2.	MAIN RESPONSIBILITIES AND REQUIREMENTS	
	1.	To effectively engage, young people and their families in the development, delivery and ongoing monitoring of care and support packages
	2.	To support children and young people remain in or return to family settings. The services delivered could include, outreach, care and support in the children's home, family home or community.
	3.	Provide a high level of care, maintain routine and structure for the young people as individuals and as a group.
	4.	To develop knowledge and understanding of the legal framework underpinning the operation of a registered children's home and related matters at a local level.
	4.	Respond appropriately to risk.
	5.	Ability to relate policy and the relative regulations to the work and demonstrate the appropriate level of understanding in relation to the wider workings of the Local Authority and contribute to the development of the home.

	6.	To engage and maintain good and effective relations, develop partnership working and support in building opportunities in and outside of the home and children's services, to enhance the offer provided to the children and their families, enhancing the reputation of the home and the Council.
	7.	Communicate and contribute to discussions and meetings appropriately with a range of relevant people within and outside of the working environment.
	8.	Maintain records appropriately.
	9.	Actively participate in agreed management processes either individually or as part of a team (e.g. supervision, appraisal, training).
	10.	Participate in the agreed working roster and share in the sleep-in duty and or waking night arrangements as required.
	11.	To enhance the department's image within the authority by promoting awareness of services and achievements and encourage greater participation.

3. GENERAL

Job Evaluation - This job description has been compiled to inform and evaluate the grade using the NJC Job Evaluation scheme as adopted by Stockton Council.

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.

The Council's Values, Behaviours and Code of Conduct - The post holder is required to carry out the duties in accordance with the Council's Values and Behaviours, our code of conduct, professional standards and promote equality and diversity in the workplace.

Corporate Parenting - As Corporate Parents, we have the same ambition and high aspirations for all children in our care and care experienced young people: that Stockton-on-Tees is a great place to grow up, where children and young people are protected from harm and supported to be the best they can be in life.

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.

	Name:	Signature:	Date
Job Description written by: (Manager)	Debra Farrow		13.12.23
Job Description agreed by: (Post holder)			

Job Description dated Dec 2023



PERSON SPECIFICATION

Job Title/Grade	Residential Care Officer	Grade H/I
Directorate / Service Area	Children's Services	Residential Care
Post Ref:		

	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
Qualifications	- Level 3 Diploma for Residential Childcare (England) (Appointed at Grade I SCP 19) - Willingness to work towards the Level 3 Diploma Residential Childcare within 18 months of appointment. (Appointed at Grade H SCP 14)	Relevant qualification in a similar field	Application form
Experience	- Experience of working with families and young people who present with extreme challenging behaviours and have experienced complex or traumatic backgrounds. - Partnership working - Promoting a positive culture - Improving service delivery - Providing day to day care - Following and developing care plans and risk assessments	- Experienced in supporting families, children and young people in a range of settings/services. - Experience of working in a therapeutic team and delivering therapeutic approaches	Application / Interview

Knowledge & Skills	• Knowledge and understanding of statutory legal framework relating to Children's Homes Regulations, Quality Standards and Ofsted's Inspection Framework for Children's Homes including short breaks legislation and regulations. • Able to seek support in supervision. • Ability to independently and confidently manage day to day activities in a residential setting and out in the community. • Ability to exercise high quality judgements in relation to situations in a residential setting on a day-to-day basis. • Ability to expect and anticipate situations and be able to put in place interventions and behavioural strategies to manage complex and risky situations. • Confidently and consistently deliver high standards of care as described in the young people's Care Plans and Risk Assessments and other relevant plans. • Being skilled in formulating, reviewing and monitoring Residential Care Plans and Risk Assessments. • Knowledge and experience of the assessment, care planning and review systems for children who are in our care. • To have developing knowledge and skills in applying theoretical approaches and evidence-based practise in service delivery. • Have the ability and be skilled in carrying out Link Worker duties. • Demonstrate consistently the ability to take control, manage and lead a shift. • Be able to consistently produce relevant key working reports to a high standard. • Be able to effectively communicate with relevant others outside of the immediate care team and promote an outward facing service. • Have an awareness of the wider political context within which the local authority and the residential sector operate.		Application / Interview
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Specific behaviours relevant to the post	• Demonstrate the Council's Behaviours which underpin the Culture Statement. • Child focused • Approachable • Friendly • Enthusiastic • Positive approach and motivated • Positive role model for young people • Reliable honest and flexible		Application / Interview
Other requirements	• Able to work over a 7-day shift system and weekends and sleepovers as part of a rota system. • Able to work waking nights when required • The job involves working directly with children and young people and therefore is subject to an acceptable enhanced DBS check • The post holder must hold a full UK Driving Licence.		Application / Interview

Person Specification dated Dec 2023