

Team Fostering – Job Description

Job Title:	Team Manager	JE Reference:	JE111
Base:	North East (Middlesbrough)		
Reports to:	Registered Manager	Grade:	N/A
Service responsibility:	Social Work	Salary Band:	£53,885.62 – £58,048.77
Additional:	Some travel may be required	Hours:	37.5hpw (Monday – Sunday)

JOB PURPOSE

To contribute to the provision of a first class fostering service for children by working closely with the Senior Leadership Team to effectively manage the social work team in the assessment, supervision and support of foster carers. Key tasks will include the following:

JOB SUMMARY

Main Duties and Responsibilities

- To manage a team of Supervising Social Workers.
- To manage a high-quality fostering service ensuring that comprehensive support services and robust supervision is provided to all foster carers.
- To supervise and manage a staff team, including social workers and other social work staff, providing support, supervision and advice.
- To maintain the agency's high standards, in order to promote positive outcomes for children and young people and ensure that social work and foster care practice continues to achieve 'Outstanding' or 'Good' in Ofsted inspections.
- To take responsibility for ensuring that the agency's policies and procedures are properly implemented and monitored by social workers and that agency practice complies with UK legislation and the UK National Minimum Standards.
- To contribute to agency, or Team training and development where applicable.
- To work within financial budgets (determined by the Board) and promote good practice and placement stability, to ensure the continuing security of the company.
- To be a member of the Regional Management Team and contribute to strategic planning for the agency.
- To be actively involved in ensuring that high standards are maintained, agency standards are met, and work is completed within agreed timescales.
- To work closely with the Recruitment Manager and Director of Fostering Services in the assessment of prospective foster carers, adhering to timescales and Foster Panel activity.

- To ensure that the agency's Health and Safety policies are adhered to.
- To take part in the provision of an 'out of hours' service on the senior duty rota.
- To liaise with Ofsted (or equivalent), including providing statutory notifications.
- To keep abreast of developments in the field of foster care.
- Other tasks relating to the management and running of a first class fostering service.

Leadership and management

- To manage a team of Supervising Social Workers.
- To manage other staff as required.
- To promote learning and development in the workforce and contribute to the development and delivery of training across the workforce.
- To contribute towards the development and review of the agency's policies and procedures.
- To deputise for the Registered Manager as required and agreed within each of the regions.
- Other tasks relating to the management and running of a first class fostering service as determined by the Director of Fostering Services or CEO

Communication and Relationships

- To work closely with the foster carers to establish, develop and maintain productive working relationships.
- To work closely with the Registered Manager to establish and maintain relationships with local authorities and contribute to planning and developing the service in line with customers' changing needs.
- To represent and promote the agency.

GENERAL RESPONSIBILITIES

Safeguarding Children and Young People

- To commit to safeguarding and promoting the welfare of children and young people and protecting them from risk of harm. The Agency recognises its responsibility to ensure safe and appropriate policies, working practices and systems are in place for all staff working with children and young people.
- To comply with Team Fostering's Safeguarding Policy and promote the safeguarding of children throughout their work.
- To liaise with multi agency partners, including LADOs in relation to any safeguarding matter regarding children placed through Team
- To undertake mandatory safeguarding training in relation to their work with children and young people
- To provide timely safeguarding monitoring information to the Registered Manager, and Ofsted, as required.
- To ensure that staff for whom the Team Manager is responsible undertake mandatory safeguarding training and contribute to that training where appropriate.

Confidentiality

- To safeguard the confidentiality of information relating to carers, children and young people at all times in accordance with agency policies and procedures.

Health and Safety

- To comply with Health and Safety regulations and guidance in the course of employment.

Data Protection

- To comply with the Agency's policies and Data Protection Act in all aspects, with particular reference to the protection and use of personal data relating to carers and children and young people.
- To ensure all data is recorded accurately, timely, up to date and in a non-discriminatory manner.

Equality & Diversity

- To comply with the agency's equality and diversity policy and be able to demonstrate their commitment to the policy in all aspects of their work.
- To actively promote equality of opportunity and an anti-discriminatory service.

Ethos and Values

- To subscribe to the ethos and ethical values upheld by Team Fostering and demonstrate those values in own everyday work.

Additional expectations

- Team Fostering does not allow smoking, including e-cigarette products in the workplace.
- Ability to work flexibly to meet the needs of the service, which will include evenings & weekends.
- Ability to travel as required in the North East and occasionally to travel to other offices in Sheffield and the East Midlands as required.
- Current full driving licence.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified and the post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

Team Fostering is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check. Team Fostering does not allow smoking in the workplace.

Signed:

Date: