Job Description

People Team use only	JE Code: A5001

Job title	Team Manager
Grade	11
Service and team	Adult Social Care – Transitions Team
Directorate	Adult Social Care
Line manager	Senior Manager – Transitions, CHC and S117
People management responsibilities	Social Workers Transitions Enablement Worker

Job Purpose

The postholder will be responsible for managing North Tyneside Council's Transitions Team. This includes the leadership and oversight of Social Workers and a Transition Enablement Worker.

The postholder will lead the delivery of Care Act and relevant legislation responsibilities, ensuring services are responsive, person-centred, and aligned with Adult Social Care & Council priorities.

As a budget holder, the postholder will manage a medium sized budget, schedule and allocate work, plan medium- to long-term projects, and ensure the team is well-informed about available. Council services to effectively signpost customers. They will lead on performance management, training, and development, ensuring high standards through regular supervision, the IPR process, and a strong focus on customer service.

The role also includes responsibility for health and safety within the team, proactive self-development, and maintaining up-to-date knowledge of best practices. The postholder will portray a positive image of the Council, foster two-way communication, and manage all HR-related matters to ensure a high-performing, engaged and adaptable workforce.

What you'll be doing

- To support with the development and delivery of assessment, review and care management within Adult Social Care. Ensuring a well-managed social care team that you can be proud of.
- To provide vision and leadership to a specialist group of staff.
- The direct management of Social Workers and a Transition Enablement Worker.
- Ensuring that effective systems are in place for the assessment of need, the allocation and monitoring of workloads and the application of procedures and guidelines including those relating to Equality, Supervision and Appraisal and to all aspects of staff performance, personal development, health and welfare.

- To ensure we are meeting our statutory obligations in relation to safeguarding and providing support under the Care Act.

- To ensure prompt and proper record keeping in accordance with all requirements.
- To manage a designated budget ensuring that the achievement of value for money through the monitoring and control of expenditure and early identification of any financial irregularity. This will require management oversight and authorisation of care packages and attending regular budget monitoring meetings.
- To deputise for and support other Team Managers, Service Managers and Senior Managers within Mental Health and Learning Disability Services.
- To work with colleagues on a multi-disciplinary, partnership basis to ensure specific strategies including management of practice are delivered within identified timescales. ·
- To manage team resources so that responses to the needs of the service users and carers, the public, partner agencies and Elected Members are prompt, flexible, and sensitive to changing needs of that setting and locality.
- To ensure that professional practice is carried out to the highest standards and is developed in line with North Tyneside stated objectives of continual improvement in the quality of service.
- To set, monitor and evaluate of individual team performance and service quality so that Service User, joint agency and national requirements are met, and only high-quality local services are commissioned and developed.
- To complete regular quality audit reviews through supervision and case file audits. · Any other duties commensurate with grade of post.
- Other duties as appropriate to the grade of the post.

You need to have		**How we will assess these**
Knowledge	• Evidence of enhanced practical knowledge of the relevant service user groups including their different cultural needs. • Detailed understanding of Health and Socia Care legislation, current policies and guidelines and their underpinning principles. · • Ability to use relevant knowledge to develop solutions and problem solve. · Utilise theory, evidence-based literature and research to support evidence-based practice in Application, Interview • individual work and work with other teams. • Experience of Safeguarding and Risk Management	Application, Interview
Qualifications, training and professional registrations	• Professional qualification in social work. • Evidence of continual professional development. • Appropriate professional registrations in place.	Application, Interview, Documentation
Skills and experience	• Leadership skills and an ability to motivate and inspire those around you.	

	• Making autonomous judgements, which require the analysis of risk, interpretation and comparisons of a range of options. • Establish and maintain effective professional relationships and communications with managers, professionals and other agencies. • Relevant experience including personnel supervisory responsibilities, inter-agency and partnership development and project management. • Communicate effectively, orally and in writing, sensitive information to vulnerable adults, their families, carers, and other professional colleagues, across services. • Experience of negotiating and managing potential • Experience of working in Adult Social Care, particularly mental health, learning disability and / or transitions conflict and achieving successful resolutions.	
It would be nice if you also have		**How we will assess these**
Qualifications, training and professional registrations	• BIA/Practice Educator.	Application, Interview, Documentation
Skills and experience	• Experience of working in Adult Social Care, particularly mental health, learning disability and / or transitions	
Other information about the job		
Working Conditions	Flexible working scheme	
Working Requirements and Arrangements	Primarily based at North Tyneside Quadrant, and to be prepared to work flexibly across locations to meet the needs of the service. Be part of an out of hours managers rota.	
Physical Requirements	Ability to drive is desirable.	
DBS and Safeguarding Checks required	Yes	
Politically Restricted	This post is not politically restricted under the Local Government and Housing Act 1989.	
Please note: if you use your own vehicle for business, you must have a valid driving licence, MOT, and business use insurance.		

Our Values

We Listen | We Care | We Are Ambitious | We Are Good Value for Money
Equality, Diversity and Inclusion
We treat our colleagues, residents and service users with dignity and respect, value differences, and challenge discrimination. We build inclusive teams and encourage diverse voices to shape our work.
Corporate Parenting
We all share responsibility for supporting children in our care – acting in their best interests as any parent would. This is known as corporate parenting and covers anyone working for the Local Authority no matter what their job role is. We promote safeguarding and report concerns appropriately.
Climate Change
We are reducing our carbon footprint by using less energy, travelling smarter, and recycling more. We welcome innovation that makes our services more sustainable.