

JOB DESCRIPTION

JOB TITLE	Team Leader - Children & Family
GRADE	PO8
REPORTING TO	Team Manager - Family Matters
JD REF	PC0108P

PURPOSE

To be responsible for the co-ordination, management, delivery and effectiveness of a Children & Family Team. The team will be part of a wider service providing intensive support to children, young people and their families to ensure levels of risk are deescalated as soon as possible. To work collectively with colleagues across Early Help & Prevention Services to ensure: children and young people are safer; the daily-lived experience of children and young people gets better; outcomes for child

MAIN DUTIES AND RESPONSIBILITIES

1. Ensure the child is at the centre of all work undertaken.
2. Assist the Team Manager in the recruitment, selection, induction, on-going support and managerial supervision of Child & Family Workers.
3. Produce reports on the service and developments including regular statistical data and case studies.
4. Ensure that any safeguarding issues are appropriately escalated in accordance with appropriate safeguarding and health guidelines.
5. Ensure that all HR processes, including absence management, capabilities and disciplinary issues are followed correctly and routinely. This includes maintaining accurate records within Self-Serve.
6. Work in partnership with agencies and professionals who deal with young people's emotional well-being.
7. Maintain and provide performance management data. This includes reporting

against targets, outcomes and achievement for the team.

8. Contribute towards service improvements.

9. Collaborate with colleagues and partners to deliver intensive support to children, young people and their families.

10. Consider where appropriate consolidation of services to prevent escalation of need or provide alternatives to care.

11. Undertake personal and professional supervision and comply with the Council's Performance Appraisal and Development process.

12. Ensure clear and concise recording of all case work within the team, undertaking regular dip-sampling and auditing.

13. Produce an annual team plan, which is aligned to the strategic and developmental needs of the service.

14. Ensure that practitioners receive the correct training to embed the Supporting Families Enhancing Futures model and adopt a trauma informed approach to practice.

15. Ensure that practice standards are met in all cases and that professional development is valued creating a dynamic and well-supported workforce.

16. Act as a professional role model to others; working with commitment, passion and enthusiasm.

ROLE SPECIFIC KNOWLEDGE, EXPERIENCE AND SKILLS

Qualifications:

- Degree level qualification in a related field, i.e. social work, youth and community work or equivalent or significant work experience in a related field.
- Evidence of continuous professional development within the field of working with children, young people and families.

Knowledge & Skills:

- Knowledge and understanding of vulnerable children and related issues such as; substance misuse, CSE, relationship conflict and domestic abuse.



- Have an understanding of early help/prevention/social care and related thresholds for intervention. Involving liaison with partner agencies and an understanding of the services they offer across the continuum of need.
- Knowledge and understanding of appropriate models of intervention which improve outcomes for children and an understanding of strategic priorities across the Borough.
- Able to write reports, maintain accurate records and analysis key data in relation to issues of the client group.
- Ability to work both autonomously and as part of a team.
- Ability to converse with members of the public and provide advice in accurate spoken English.

Experience:

- Experience of working to provide intensive support to children, young people and families.
- Experience of working with other agencies.
- Experience of managing and escalating risk.
- Experience and knowledge of safeguarding.
- Experience of managing staff and volunteers.
- Excellent administrative and communication skills.

DESIRABLE KNOWLEDGE, EXPERIENCE AND SKILLS

Qualifications:

- Management qualification.
- Evidence of post qualifying training in a relevant field.

Knowledge & Skills:

- Knowledge of adult mental health issues.
- Ability to negotiate and influence across organisational boundaries to deliver person centred services for young people and their families.
- Extensive knowledge of relevant legislation and legal frameworks.

Experience:

- Experience in a specialist area such as drugs and alcohol, housing.
- Experience of child protection work.
- Experience of delivering group work with young people and / or families.



- Experience of delivering training programmes.
- Experience of working with young people who demonstrate challenging behaviours.
- Experience of assessing risks in working with children and families.
- Proactively seeking opportunities for service improvement and solution finding.
- Developing

ADDITIONAL INFORMATION

Undertake a role of duty Team Leader as part of the wider service working flexibly outside of 9 to 5 across 7 days including evenings and weekends.

Able to travel inside and outside the Borough of Wirral.

NOTE:

The job role holder may be required to undertake other reasonable duties commensurate with the job role descriptor grade as directed by the Head of Service.

This job role descriptor be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a definitive statement of procedures and tasks, but sets out the main expectations of the Service in relation to the post holder's responsibilities and duties.

Elements of this job role descriptor and changes to it may be amended in light of organisational and service requirements.

DATE OF APPROVAL: 01/04/2019

APPROVED BY: E HARTLEY

