

Early Years Senior Consultant (Inclusion)

Grade 10

Our Vision

A county where big ambitions, great connections and greener living give everyone the opportunity to prosper, be healthy and happy

Our Outcomes

Everyone in Staffordshire will:

- Have access to more good jobs and share the benefit of economic growth
- Be healthier and more independent for longer
- Feel safer, happier and more supported in their community

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and citizens
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well

About the Service

The Early Years team are focused on delivering a consistent, high-quality service which responds to the unique needs of early years children and their families, ensuring a focus on the crucial first 1001 days to achieve the best start in life for all. We work with Family Hubs and other partners to ensure that all children have the maximum opportunity to access their funded entitlements in high quality, inclusive settings.

We aim to:

- build respectful and professional relationships, enabling us to effectively lead, empower and upskill the early years sector.
- inspire, motivate and support practitioners and settings through challenge and change, to ensure continued quality improvement and sustainability across the sector.
- collaborate with a wide range of partners to ensure a cohesive and responsive approach to improving outcomes for our youngest children.

The Early Years Team performs key statutory duties and adheres to relevant legislation and guidance to ensure sufficiency of childcare places, promote the health, well-being, progress, and attainment of children in inclusive settings.

About the Role

As an Early Years Senior Consultant (Inclusion) you will support the Early Years Improvement and Inclusion Lead in enhancing the quality and inclusivity of early education and childcare. With responsibility for a defined geographic region, you will focus on planning for and enhancing the inclusivity and accessibility of Early Years services ensuring that all children, especially those with special educational needs and disabilities (SEND) are able to achieve the best possible outcomes.

You will manage a skilled team of Early Years Inclusion Specialists and Early Years Practitioners to work actively with settings on improvements and initiatives that promote inclusive practices and meet the needs of children with SEND across all Early Years settings.

This post is designated as a Casual car user.

Reporting Relationships

Responsible to: Early Years Improvement and Inclusion Lead (North/South)

Responsible for: Early Years Inclusion Specialists, Early Years Inclusion Practitioners

Key Accountabilities:

1. Undertake the day-to-day management of, and allocation of work to, the team to safeguard and promote the welfare of children, provide support and

guidance to Early Years settings, ensuring that all children have high quality experiences that enable them to achieve the best possible outcomes and confident to make the transition to statutory education.

2. Implement and evaluate strategies to improve inclusive practice within all Early Years settings and align this with the requirements of the Early Years

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Foundation Stage (EYFS) Statutory Framework, the SEND Code of Practice and local objectives and priorities.

3. Identify and inform priority areas of work within the team development plan and take a lead in implementation in specific areas.
4. Collaborate and strengthen links between settings, parents, education, health, social care and other partners to ensure children and families receive the right help at the right time and make effective transitions.
5. Plan, design and deliver training sessions, modelling, and resources for Early Years practitioners to enhance their understanding and skills in inclusion and to meet their responsibilities in identifying and supporting all children with special educational needs and disabilities.
6. Manage own workload, undertaking child observations, assessments and reporting and providing advice and practical support to a variety of settings, families, and Early Years Forum as necessary.
7. Monitor and evaluate the funding allocations/effectiveness of SCC and setting-based inclusion initiatives and projects and provide comprehensive reports as required including in relation to the support for children who will transition to Reception.
8. Model and advise on effective practice such as, identification, assessment and intervention, appropriate strategies and programmes.
9. Develop links with existing Early Years and SENCo networks to disseminate effective practice and support smooth transitions to schools.
10. Undertake and ensure timely, accurate, up-to-date and GDPR compliant record keeping and reporting.

11. Strengthen the links and engage with parents, carers, settings, and Family Hubs to promote inclusive practices and partnership working, ensuring the voices of children and families are heard and outcomes are improved.
12. Contribute to the preparation of grant applications, reports and other relevant communications under the direction of the Early Years Improvement and Inclusion Lead.
13. Contribute to effective governance across the Early Years team including management of the Risk Register and data protection.

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14. Utilise digital technology and data to maximise the efficiency and effectiveness of the service and act as a data guardian/information asset owner ensuring compliance of information assets with all relevant legislation and internal guidance.
15. Deliver against Early Years KPIs, outcomes, frameworks and initiatives, identifying areas of effective practice and opportunities for service development.
16. Undertake relevant Continuing Professional Development including attending regional and national forums related to Early Years services as appropriate and disseminate effective practice across the Early Years Team.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

Financial Management

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

People Management

Engaging with People Management policies and processes

Equalities

Ensuring that all work is completed with a commitment to equality and anti discriminatory practice, as a minimum to standards required by legislation.

Climate Change

Delivering energy conservation practices in line with the Council's climate change strategy.

Health and Safety

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

Safeguarding

Commitment to safeguarding and promoting the welfare of vulnerable groups.





The content of this Job Description and Person Specification will be reviewed on a regular basis.




Person Specification

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

Minimum Criteria for Disability Confident Scheme*	Criteria	Measured by
	<p>Qualifications/Professional membership</p> <p>Educated to Level 6 (e.g. degree level) or equivalent experience in a relevant field</p> <p>Demonstrable commitment to relevant continuing professional development</p>	<p>A</p> <p>A</p>
  	<p>Knowledge and Experience</p> <p>Proven experience of leading a team or projects or workstreams with a range of partners to improve outcomes for children and families, and specifically those children with SEND</p> <p>Proven experience as a SENCO supporting individuals, teams and networks to promote effective inclusive practice and positive outcomes for children and ensuring compliance with relevant legislation.</p> <p>Significant knowledge of the Early Years Foundation Stage (EYFS) Statutory Framework, SEND Code of Practice and Working Together to Safeguard Children 2023</p>	<p>A/I</p> <p>I</p> <p>A/I</p>

  	<p>Skills</p> <p>Excellent communication and interpersonal skills, capable of working with a diverse range of stakeholders</p> <p>Strong teaching/modelling skills to share effective practice with evidence of impact on learning and personal development</p> <p>Highly organised and detail-oriented</p> <p>Team management skills</p> <p>Adaptable, able to manage service developments and manage change to improve effectiveness and remain flexible to the needs of the service</p>	<p>I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>I</p>
	<p>Commitment to improving outcomes for children and young people</p> <p>Committed to Inclusion and the principles of equality and diversity</p> <p>Willingness to undertake continuous professional development</p> <p>Competent in using digital tools including a range of O365 applications</p> <p>Ability to travel as required within the local authority area</p>	<p>I</p> <p>I</p> <p>I</p> <p>A/I</p> <p>I</p>



If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job Centre Plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, Braille, another language, on cassette or disc, please ask us by contacting **the Talent and Resourcing Team on 01785 278300**