

# Independent Reviewing Officer

## Grade 12

### **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**

Vision Statement for Families First 'To work with partners and families in Staffordshire to enable vulnerable children and young people to be safe and secure; to promote physical and emotional well-being and to help them achieve their full potential within their communities'. This shared vision has been developed by a range of people involved in and committed to high quality, strong and effective children and families' services in Staffordshire. It

incorporates views and ideas from managers, front-line practitioners and service users who will be the key contributors to making the vision a reality

## **Reporting Relationships**

**Responsible to:** Safeguarding and Review Service Lead

**Responsible for:** N/A

## **Key Accountabilities:**

- To chair and provide professional advice to conferences and statutory reviews of children in our care convened under Child Protection Procedures and Children's Care Planning and Placements Regulations in accordance with Families First departmental policies and procedures
- To contribute to quality assurance processes through monitoring of and adherence to service and inter-agency standards, policy and procedures and evaluation of practice relating to child protection and children in our care.
- Where required and appropriate to escalate concerns for specific children who are subject to a Child Protection Plan in writing to the Director of children's services in accordance with Working Together 2023.
- Where required follow the escalation process for children in our care representing the rights and needs of children. Furthermore, taking action when a child's human rights are breached
- Have oversight of and scrutinise children in our care EHCP's, PEP's and Health Assessments. Where required, highlight positive practice and escalate concerns to the appropriate senior manager.
- To take a lead role and accountability of performance management within your area of service.
- To take a lead role in promoting the principle of working in partnership with parents and other agencies.

## Intelligence, Improvement and Development

- To deliver training to partners on the role of the Safeguarding and Review Service, good practice, and developments with respect to safeguarding.
- To ensure that there is clear feedback and interface with internal and external partners, developing policy change
- To maximise the involvement of children and their carers in planning and review processes.
- Ensure early permanency for children with robust overview, support and challenge.
- Complete reports for panels for permanency. Where appropriate to ratify the placements of children as long term in accordance with Local Policy and Procedures
- To contribute to the local management of the children who are subject to a child protection plan and to monitor outcomes for children in our care, in accordance with the Care Planning, Placement and Case Review Regulations.
- To contribute to the work of the local Safeguarding Children Board, including participation in delivering training. Where appropriate to complete reports for a Rapid review
- To develop the implementation of County Council policies which are informed by legislation and government guidance.
- Assist with developing the implementation of new technologies, tools and electronic forms.
- To undertake pieces of work in relation to child protection and child care policy, procedures and guidance and to participate in appropriate working groups.
- To undertake such other duties and responsibilities as may be determined by the line manager or Head of Service, although suitable adjustments will be made in line with the Equalities Act.

**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 County Council's corporate climate change strategy.

**Health and Safety**

Ensure a work environment that protects people's health and safety and that promotes welfare and which is in accordance with the County Council 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.







## Intelligence, Improvement and Development

**Person Specification**

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	<b>Qualifications/Professional membership</b> <ul style="list-style-type: none"> <li>• Holder of professional qualification in social work</li> <li>• Successful completion of post-qualifying training and CPD</li> <li>• Social work England Registration</li> </ul>	All A
   	<b>Knowledge and Experience</b> <ul style="list-style-type: none"> <li>• Significant post qualification experience in work with children and families, at least 3 years of which must have been in a statutory child care agency.</li> <li>• Team Manager experience</li> <li>• Supervision of social work staff.</li> <li>• Operating the Children Act and related guidance and documentation.</li> <li>• Operating the Child in Care system</li> <li>• Chairing multi-disciplinary meetings</li> <li>• Substantial knowledge and critical awareness of current practice issues, regulations and guidance relating to: i) Child protection and ii) children in care</li> <li>• Knowledge of monitoring and evaluation techniques.</li> <li>• Knowledge of respite care systems.</li> </ul>	A/I
	<b>Skills</b> <ul style="list-style-type: none"> <li>• Ability to chair formal meetings.</li> <li>• Ability to provide consultation to staff in relation to child protection and children in care.</li> <li>• Possession of good inter-personal and written communication skills.</li> <li>• Possession of training skills and use of Evidence and Research to support development.</li> <li>• Ability to use computers to access and complete electronic records for recording and maintaining information.</li> </ul>	A/I
	<b>Other</b>  N/A	

## Intelligence, Improvement and Development



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 center 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 **Talent & Resourcing on 01785  
278300**