

Job title: Team Manager – Assessment & Adoption Support (Together4Children)

Grade: 12

Our Vision: Children who cannot live in their family of origin achieve emotional, physical and legal permanence; growing up in loving homes with adults who provide them with a strong sense of security, continuity, commitment and identity.

Our Mission: To improve outcomes for Looked After Children and Previously Looked After Children, through a regional partnership; maximising resources and capacity, delivering flexibility, and leading to sustainable improvements in practice and service delivery.

Our Strategic Outcomes:

- 1) Children entering care, who require long-term/permanent care away from their birth parents, will achieve emotional, physical and legal permanence, giving them a sense of security, continuity, commitment and identity.
- 2) Prospective Adopters, Adopters, Foster Carers, Connected Persons and Special Guardian's will feel better supported throughout their journeys, providing local, safe, resilient, caring, stable and loving homes for children.

About Together4Children:

4 Local Authorities, Staffordshire County Council, Stoke-on-Trent City Council, Shropshire Council and Telford & Wrekin Council have come together in an innovative and forward-thinking Partnership.

We are working together to improve outcomes for those children who enter care and are not able to return to their families of origin. We aim to ensure that our children achieve emotional, physical and legal permanence; growing up in loving homes with adults who provide them with a strong sense of security, continuity, commitment and identity.

Together4Children operates through a hub and spoke model enabling Local Authorities to benefit from core central functions and networked regional delivery, whilst retaining direct service delivery functions within their own

borders. This ensures the Partnership reflects the local context, adapted to meet the needs of local children and families, and maintains clear links to local Children & Families Services.

The Together4Children Partnership provides the Regional Adoption Agency for the partner Local Authorities. By working together, we aim to:

- Make best use of our collective resources to recruit, assess and support prospective adopters and foster carers across the region.
- Improve the quality and speed of matching for children through better planning and by having a wider choice of families.
- Provide high quality support to children and their families delivered through a combination of direct provision and effective partnerships.
- Provide all children and their families with the right support at the right time through a consistent permanency support offer available across the region.
- Respond to the regulatory requirements in respect of Adoption (including Non-Agency Adoptions and Intercountry Adoption).

Reporting Relationships:

Responsible to: Head of Service: Adoption & Kinship

Responsible for:

1. Senior Social Workers: Adoption Assessment & Support
2. Social Workers: Adoption Assessment & Support
3. Administration Officer

Key Relationships:

Internal (to the Partnership): Together4Children Senior Leadership Team (SLT), Wider Leadership Team (WLT), Operational Management Team (OMT), the Central Regional Permanency Hub and the Locality Permanency Hubs.

External (to the Partnership): Children's Social Care Teams, external partners/commissioned services and Adopters, Foster Carers, Connected Persons and Special Guardians.

Role Purpose:

As Team Manager for Adoption Assessment & Support, provide leadership, management and facilitation across the Locality Permanency Hub (Adoption Assessment Pod), leading the delivery of the statutory responsibilities of the Together4Children Regional Permanency Arrangement (and its Partners) relating to Adoption Assessment & Support. This includes ensuring adherence to appropriate internal and external legislation, regulations, guidance, policies and procedures.

Key Accountabilities:

1. Provide leadership, management and facilitation across the Locality Permanency Hub (Adoption Assessment Pod). This includes overseeing the development and performance of all staff within the posts span of responsibility.
2. Lead on the delivery of the statutory responsibilities of the Regional Permanency Arrangement (and its Partners) relating to Adoption and Children's Safeguarding (in the broadest sense). This includes ensuring adherence to appropriate internal and external legislation, regulations, guidance, policies and procedures. This includes adherence to the Children and Families Act 2017, Working Together to Safeguard Children, the Education Act 1996, the Children Act 1989 and the Adoption & Children Act 2006.
3. Provide the highest level of professional leadership, motivation and direction to a team of qualified Senior Social Workers, Social Workers, Administrators and others to ensure that the service provided is effective and meets the needs of Adopters, Children and Families within an allocated budget.
4. Lead a team of Senior Social Workers, Social Workers, Administrators and others to manage the day to day practice and the safe allocation of work. This includes ensuring cases are progressed in accordance with the statutory frameworks impacting upon Adoption and Permanency (as applicable). This also includes leading the coordination of selection and recruitment processes for members of the Team. This also includes leading the coordination of selection and recruitment processes for members of the Team.
5. Ensure that effective professional practice and supervision is delivered throughout the Locality Permanency Hub, following the principles of the knowledge and skills statements for social workers and in adherence with the Children and Social Work Act 2017.

6. Identify and embed service improvements through audits, quality assurance, identifying training, benchmarking and the interpretation and dissemination of legislation, regulation and guidance.
7. On behalf of the Together4Children Regional Permanency Arrangement (and its Partners), investigate and respond to complaints, MP enquiries and complex case enquiries (including involvement in serious case reviews and learning reviews). Any such activities should be undertaken in accordance with the relevant policies, procedures and guidance of the Together4Children Regional Permanency Arrangement or specific Partners.
8. Participate, work in partnership and actively contribute to relevant internal and external partnership arrangements, as directed to do so by the Senior Leadership Team (SLT) of the Together4Children Regional Permanency Arrangement. This includes maintaining, developing and contributing to internal, local, regional, national, international and multi-agency partnerships which seek to influence, support and maintain best practice.
9. Appropriately share information with partners and stakeholders to meet legal requirements and support the effective provision of the safeguarding (in the broadest sense) of children and families.
10. Ensure effective management and use of all available resources (including staff and finance) are regulatory compliant and in accordance with the policies, procedures and guidance of the Together4Children Regional Permanency Arrangement and specific Partners.
11. As a member of the Together4Children Wider Leadership Team (WLT), provide appropriate cover for other members of the WLT. This includes, the Quality Assurance of key documentation, chairing key meetings (i.e. disruption meetings) or providing day to day cover in the absence of the Team Manager. The postholder will also be required to deputise where appropriate for their line manager.
12. As a member of the Together4Children Wider Leadership Team (WLT), act as an Operational Lead for a specific area of practice across the Partnership.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Partnership's 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 nature and demands of the postholder's time are not always predictable and there will be an expectation that work will be required outside normal office hours from time to time, as required by the Partnership. The postholder will need to work flexibly across the regional footprint (including the use of touchdown bases to support agile working) in order to meet the needs of the

Service









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
  	Qualifications/Professional membership <ul style="list-style-type: none"> • Appropriately Qualified and Registered Social Worker. • Additional professional qualification in a related area or evidence which can demonstrate confidence, skills, knowledge, experience and ability e.g. Practice Educator. • Management qualification or equivalent experience. 	A A A
    	Knowledge and Experience <ul style="list-style-type: none"> • Experience of working at a senior level within Children's Social Care. • Knowledge of managing social workers and others within a single or multi professional team. • Experience of leading multi-disciplinary teams in a partnership environment. • Comprehensive knowledge and understanding of relevant legislation in relation to Children's Social Care. • Comprehensive knowledge and understanding of relevant legislation, regulations, guidance, policies and procedures in relation to Adoption and Permanency. • Demonstrable experience in managing budgets effectively. • Proven ability to quickly build and manage strong credible stakeholder relationships. 	A/I A/I A/I A/I A/I A/I A/I

   	<ul style="list-style-type: none"> • Ability to lead service change and improvements. • Ability to interpret complex guidance translating and operationalising to improve practice. • Experience in working in partnership with organisations. • Demonstrable commitment to professional development. 	A/I A/I A/I A/I
        	<p>Skills</p> <ul style="list-style-type: none"> • Excellent verbal and written communication skills. • Successful problem-solving skills. • Successful communication skills with staff and across a diverse customer base. • Excellent supervision skills and an ability to enable practitioners to utilise reflective practice. • Ability to deal with a range of issues and conflicting demands and deadlines. • Proven ability to influence decision makers. • Ability to work collaboratively with teams and partners. • Appraisal of risk and ability to prioritise and delegate work effectively. <p>This post is designated as a casual car user</p>	A/I/T A/I/T A/I/T A/I/T A/I/T A/I/T A/I/T A/I/T
 	<p>Other:</p> <ul style="list-style-type: none"> • The nature and demands of the postholder's time are not always predictable and there will be an expectation that work will be required outside normal office hours from time to time, as required by the Partnership. • This post is currently subject to an enhanced DBS check in line with the Policies, Procedures & Guidelines of the host Local Authority. 	A/I A/I



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
Talent & Resourcing Team 01785 278300