

# Placement Finder

## Grade 7

### **Our Vision**

An innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

### **Our Outcomes**

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

### **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, flourish and contribute to our ambitious plans. Our values are at the heart of 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**

Our aim is to create an environment where families are supported to stay together safely and live well in their communities by building on their strengths. This is the right thing to do. Families tell us they do not want to be in services Directorate and evidence says that lives are better when needs can

be met early within the family or community. Working in this way is also more sustainable. We can support more families to live better lives if we focus on addressing needs as early as we can. This report details the changes we have already made across the children and families system. We will continue to build a strengths-based approach which will promote a culture of inclusion and support to enable children to achieve their best outcomes.

## **Reporting Relationships**

### **Responsible to: Placement Lead**

#### **Key Accountabilities:**

1. On a day to day basis checking and reviewing information contained in a Childs and Young Persons Profile relating to children requiring placements to ensure that the information is of good quality, accurate and current.
2. Identify suitable in-house resource as placement of first choice, where appropriate, ensuring that the foster carer has the skills and ability to meet the needs of the young person.
3. Work independently and undertaking risk and match exercises for all young people requiring placements.
4. Clearly identify any potential shortfalls or concerns in the placement offered and identify any remedial action.
5. Work in partnership with colleagues in provider services to ensure that all placement requests are dealt with and the best possible, appropriate placements are identified.
6. Liaise with children's social workers, fostering social workers, team managers and other professionals to gather and disseminate information to ensure match is appropriate.
7. To liaise with external providers including (but not limited to): - Independent Fostering Agencies, Independent Residential Providers and Supported Accommodation Providers to identify suitable matched placements.
8. Work closely with Placement Lead whilst taking responsibility for agreeing straightforward placements.
9. Agree more complex/complicated placements with Placement Lead before confirming and making the offer to the child's social worker.
10. Maintain accurate electronic records including; - Placement searches, updating information held, including foster carer profiles, notification of placement disruptions and endings by utilising

agreed IT systems and ensuring that appropriate processes and procedures are followed.

11. Contribute to the ongoing development and effectiveness of the service by giving feedback to the Placement Lead on statistics, trends, unmet needs to help feed into sufficiency and strategic planning.
12. Any other duties commensurate with the grade and nature of the post.

### **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

| <b>Minimum Criteria for Disability Confident Scheme *</b>                           | <b>Criteria</b>   | <b>Measured by</b> |
|---|---|--------------------|
|    | <b>Qualifications/Professional membership</b><br><br>NVQ/QCF 3 in Child Care or equivalent qualifications   | A                  |
|   | <b>Knowledge and Experience</b><br><br>Experience in Childrens services; family placements, residential services.<br><br>Understanding of the key pieces of Childrens legislation<br><br>Awareness of Policy and Procedure in relation to safeguarding children.<br><br>Knowledge of policy and procedure concerning children becoming looked after and making placements.      | A/I/T              |
|  | <b>Skills</b><br>This post is designated as a casual car user<br><br>Familiarity with information technology and computerised information systems.<br><br>Ability to develop working relationships within and outside the organisation.<br><br>High level of interpersonal skills, including ability to develop effective working relationships and promote good customer care. | A/I/T              |

|  |   |  |
|--|---|--|
|  | <p>Excellent communication skills both verbal and written.</p> <p>Ability to analyse, interpret and challenge quality of information shared.</p> <p>Ability to make sound judgements based on relevant facts.</p> <p>Ability to prioritise work and meet deadlines.</p> <p>Results orientated with a high degree of motivation</p> <p>A flexible approach to getting job done.</p> <p>Commitment to high quality services for children and their families</p> <p>Commitment to personal growth and development</p> <p>Commitment to diversity</p> |  |
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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**

