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| |  | | --- | |  | | **CHILDCARE LAWYER**  Thank you for your interest in applying for the above post. Please find attached the Job Description and Person Specification for the role. | | **Working for Stockport Council** | | **Macintosh SSD:Users:tony.collinge:Desktop:values_job_description:STAR_logo_and_values.jpg**  Stockport Council has 4 core values that run through everything we do and are known as the Stockport Way of doing things. As an organisation we stay true to them no matter what challenges we face. The values came from colleagues and were developed through workshops and consultation across the Council.  [This video,](https://play.buto.tv/3My87) produced 'in house' and featuring colleagues from across the Council, explains each value and shows how colleagues are living these values each day.  As a new colleague the Council will expect you to work in accordance with these values. We also have policies and procedures around health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities which we expect you to adhere to. These will be explained in detail to you as part of your induction process.  You can find out more about working for Stockport Council, and some of the benefits we offer employees, online at <https://greater.jobs/locations/stockport/>  H:\Directorate Services Team\Recruitment (Annalie Burns' Team)\Recruitment\OTHER\Diversity and Inclusion\DISABILITY CONFIDENT\employer_small.png |   green band epsStockport Council  **Job Description** | |
| Post Title: CSS Manager Band 4 (Specialist) – Social Care Lawyer (Job Share) 22.2 hours (Monday to Wednesday)  **Service Area: Legal and Democratic**  **Directorate: CSS**  **Team: Social care Legal Team** | Salary Grade: M Band 4 |
| **Post Reports to: Social care Legal team manager**  **Post Responsible for: N/A** | |
| **Main Purpose of the Job:**  As a CSS manager at this grade you will provide leadership management and provide legal advice that will directly inform senior decision making across the organisation, and make decisions and support others below your grade. You will:-   * Provide the People Directorate with high quality advice and assistance to enable the Council to deliver its statutory duties in respect of children. * Handle the majority of active casework in respect of child protection cases; includes advocacy in courts and tribunals. There may be an opportunity to develop your knowledge in adult protection and mental health work. * Provide high quality legal advice and assistance with specialist experience within child protection and public law proceedings, including adoption. This post will support Children`s Social Care to meet its statutory obligations in relation to safeguarding children. * Ensure that the Council manages its resources effectively, delivering value for money, exploiting opportunities to drive out inefficiencies and generating income where appropriate. | |
| **Summary of responsibilities and key areas:**   1. To advise the Council, through its officers, directorate and committees, on legal matters primarily, but not exclusively, relating to child protection and public law proceedings including adoption. Representing the Council in public law proceedings in the Family Proceedings Court and County Court and attendance at meetings as required. 2. Advocacy, personally and through Counsel, at Court, Tribunals and elsewhere. 3. To draft and settle legal documentation. 4. To assist and cover for other team members as necessary. 5. To ensure compliance with and fulfilment of the postholder’s professional obligations (training, conduct, etc.), as a legal practitioner. 6. To maintain up-to-date knowledge of the relevant law and advise the team of any implications for their work. 7. To undertake such other legal and administrative work as may be allocated, including assisting other teams as necessary. 8. Ensure the effective and efficient implementation of Council policies and the achievement of Council objectives, including financial ones. 9. To present and participate in training to the Children`s Social Care team (internal clients). 10. To assist as required in Performance Reviews of Legal Services to ensure that legal services are delivered efficiently and cost effectively. 11. To provide such other duties commensurate with the grading of the post as the Strategic Head of Service (Legal & Governance), from time to time, may decide. 12. Mentor and supervise more junior legal staff (albeit it is not anticipated that the applicant will have any direct reports.) 13. Communicate effectively with your job share partner to ensure continuity of service delivery.   Setting Direction   * Be an effective and engaged member of the management team responsible for shaping the future development and delivery corporate and support services while being accountable for specific function development and delivery. * Provide cohesive leadership and management to develop the service in line with the strategic direction of the Council, ensuring effective operations and cost effective use of the organisation’s resources. * To comply and ensure compliance with the Council’s policies and procedures. * Provide tactical direction and leadership across CSS and within a specialist area to establish and maintain a culture of teamwork, achievement, accountability and outcome focus.   Engaging People   * Foster and maintain positive relationships with key stakeholders to facilitate effective contract and relationship management and achieve the most appropriate and desirable outcomes for the organisation. * Deliver excellent customer service and effective client management, in order to reflect and manage the expectations of customers and the reputation CSS. * Work collaboratively within CSS, across the Council and with partner organisations at all levels in order to maximise performance levels and operational efficiencies. * Manage change effectively, working with colleagues in response to external drivers, resolving complex issues and ensure that CSS remains fit for purpose now and in the future. * Recognise and respond to the political environment and expectations, addressing any sensitivity and taking an appropriate view of service priorities and requirements.   Delivering Results   * Plan and manage significant service resources, budgets, assets, projects and staffing to maximise achievement of goals and required levels of customer service demonstrating effective value for money. * Support employees at all levels in the elimination of duplication and other inefficiencies across CSS in order to maximise the use of resources and achieve budget targets. * Provide effective oversight and organisational management of service or specialist areas to a high level, including responsibility for projects, budgets, risk, performance, staffing, health and safety, business continuity etc. as appropriate. * Make quick decisions based upon priorities. * Contribute to the key aims and objectives of the organisation, both within the post holder’s specific remit, across the section and Council as a whole. * Contribute to isssues relating to Civic Resilience and Business Continuity, including representing the Service as required during an incident. * Personal Health and Safety in the workplace. | |
| **Job activities:**  You will be responsible for providing the People Directorate with high quality advice and assistance to enable the Council to deliver its statutory duties in respect of safeguarding children. You will handle the majority of active casework in relation to safeguarding children and undertake advocacy in public law proceedings in the Family Proceedings Court and County Court. Effective advocacy skills and the ability to be flexible to assist other team members as required is essential.  As the post is a job share you will be expected to commincate well with your job share partner to ensure continuity of service delivery to internal clients and residents. You will be expected to undertake a weekly handover meeting with your job share partner on your crossover day (Wednesday).    The post is advertised at 3 days (22.2 hours) to ensure an effective handover with your job share partner. | |
| **Additional responsibilities:**  To work positively and inclusively with colleagues and customers so that the Council provides a workplace and delivers services that do not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.  To fulfill personal requirements, where appropriate, with regard to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council’s priorities.  The responsibilities set out in the job description, advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough. | |

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Stockport Council

Competency Person Specification

The criteria listed below represent the most important skills, experience, technical expertise and qualifications needed for this job role.

Your application will be assessed against these criteria to determine whether or not you are shortlisted for interview.  Any interview questions, or additional assessments (tests, presentations etc) will be broadly based on the criteria below.

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| **Competency** | **Essential or Desirable** |
| To work to the Council’s values and behaviours:   * To keep the people of **Stockport** at the heart of what we do * To succeed as a **team**, collaborating with colleagues and partners * To drive things forward with **ambition**, creativity and confidence * To value and **respect** our colleagues, partners and customers | Essential |
| Significant and recognised experience and expertise in Child Care and Adoption law and regulations. | Essential |
| Practical Experience of advocacy in the Family Court | Essential |
| Experience in conducting contested hearings in the Family Court. | Essential |
| Ability to work as part of a team and communite well with your jobshare partner to esure continuity of workload | Essential |
| Ability to give concise and accurate advice in written form and in meetings. | Essential |
| Experience of working collaboratively with a range of stakeholders managing and implementing change, working flexibly and developing innovative approaches. | Essential |
| Experience of managing multiple, complex projects and/or a diverse workload, achieving objectives to time and quality | Essential |
| Experience of effectively managing resources to achieve value for money and provide a high quality service. | Essential |
| Strong analytical skills with the ability to quickly establish key issues. | Essential |
| Effective oral and written communication skills with a confident presentational style | Essential |
| Legal qualification – admitted solicitor, barrister or fellow of institute of Legal Executives | Essential |
| CPD requirements of relevant professional body up to date | Essential |
| Understands and actively supports Stockport Councils diversity and equality policy. | Essential |
| To meet Stockport Council’s standard of attendance. | Essential |
| A willingness to be flexible in a changing environment | Essential |

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Your application will be assessed against these criteria to determine whether or not you are shortlisted for interview.  Any interview questions, or additional assessments (tests, presentations etc) will be broadly based on the criteria below.

**Scoring key**

0 – Not met essential criteria

1 – Partially meets essential criteria

2 – Meets criteria

3 – Exceeds criteria

4 – Exceptional