

# Job specification



**Job title: Registered Manager**

**Service: Short Breaks Service for Young People with Complex Needs**

**Grade: G10**

**Reporting to: Service Manager**

## Your job

You will lead the 5 bedded Short Breaks service to ensure the delivery of outstanding services to children young people in care and on the edge of care that operates 24 hours per day, 52 week per year. Responsible for a multi-disciplinary team you will work closely with the two deputy managers to provide a range of short break placement offers that improve the lives for young people within the Wigan Borough

As a leader of the service you will drive a defined culture, intervention practice model and promote a solution focussed and restorative approach across practice. You will lead and develop a highly skilled team that has the flexibility, capacity and resilience to work with complex young people with SEND and their families / carers. The service will provide highly responsive care that is co-designed with children and their families, built on trusting relationships and the assets of young people and their families / carers. You will ensure the team focuses on our vision of ensuring every child and young person becomes a confident, resilient adult by focusing on building strong relationships, developing resilience, learning life skills and exploring future opportunities.

The Council is committed to complying with the European General Data Protection Regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection Regulations.

## In this job you will

On an ongoing basis you will:

- Be responsible for the management of a Short Breaks home with a multi-agency partnership between the LA, Health and Education
- Provide a strong leadership role across the home using a matrix management style
- Ensure there are appropriate resources across the service.
- Manage and deliver a flexible service across a range of settings.
- Be responsible for services for up to 40 young people at any one time.
- Provide integrated management of other homes.
- Drive a defined culture, intervention practice model and promote a solution focussed and restorative approach across practice.
- You will develop strong and effective partnerships and working relationships with Children Social Care, Children Looked After and other key partners to drive the effective delivery of care plans that improve the outcomes and aspiration of children and families.
- Ensure guidance and operational oversight to support the robust prevention of children becoming unnecessarily looked after or experiencing unnecessarily placement breakdown.

- Manage the recruitment, training and development and quality of the service.
- Rigorously self-assess against standards, regulations and Ofsted Inspection Frameworks.
- Provide clear management, leadership and direction using evidence based practice models including signs of safety and restorative practice.
- Effectively deliver on and review the homes Statement of Purpose.
- Report and analyse service performance to ensure continued service improvement.
- Ensure that co design and young people's voice is core to all aspects of delivery.
- Be a key enabler to reduce the number of Children Looked After and safely maintaining young people in their community.
- Develop and maintain good working relationships with stakeholders and partners.
- Work effectively and collaboratively with case holding team managers and social workers and other cross functional colleagues and partners.
- Provide advice, guidance, and support to Children's Social Worker to develop ambitious care plans that support delivery of these ambitions.
- Provide advice guidance and support to the other services.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules

### In this job you will need

You must be able to demonstrate the following essential requirements:

- Be committed, persistent and passionate about improving outcomes for the most vulnerable and complex children and families.
- Have detailed knowledge of Children's Homes Regulations and Quality Standards
- An understanding of national best practice and leading innovation programmes
- Substantial and relevant experience of working with complex young people and a track record of improving outcomes.
- Experience and ability to lead and motivate a multi-agency team and operate in a dynamic flexible environment.
- Ability to lead and drive a defined culture, intervention practice model and promote solution focused and restorative approach.
- Hold a professional practice based qualification for example CQSW, CSS, DIPSW, L4 Youth Community Studies or equivalent.
- Level 5 Diploma in Leading and Management for Residential Childcare or equivalent.
- A solution focussed can do positive attitude and ability to work flexibly across a range of settings that includes an 'out of hours' provision and rote based working.

### Our culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **Be Wigan** behaviours.

**Be Positive...** take pride in all that you do

**Be Accountable...** be responsible for making things better

**Be Courageous...** be open to doing things differently

**Be Kind...** be helpful, generous and thoughtful towards yourself and others

Individuals with line management responsibilities are also expected to ...

**Inspire...** lead by example and help others to see the big picture

**Care...** show genuine concern for people as individuals and value their contributions

**Engage...** I connect with others both within and beyond the organisation

## Staff Deal

Our Staff Deal is an informal agreement with all staff. It outlines what you can expect from us, and in return what we expect from you

### Our part

- Provide strong, honest and visible leadership
- Reward your commitment and hard work
- Care for your health and well being
- Listen to you and put your ideas into action
- Support you to give something back
- Offer opportunities to learn and grow
- Be one team, one council
- Believe in you

### Your part

- Listen, be open, honest and friendly
- Be efficient, flexible and professional
- Care for your health and stay active
- Tell us how we can improve
- Give something back whenever you can
- Take opportunities to learn and grow
- Be one team, one council
- Believe in yourself and our borough