

Team Leader Social Care

Role Profile

Service: Children's Services

Grade: Band 10

Reporting to: Service Manager

Responsible for: Social Workers, Student Social Worker



TRAFFORD
COUNCIL

We Have

Trafford is a great place to live, work, learn and visit. From its leafy suburbs, to its more urban areas, the borough takes pride in its strong, diverse communities, its cultural and sporting heritage and its position at the heart of the region's economic powerhouse.

Trafford Council and its partners in the public, private and third sectors are embarking on a Vision which sees us working together to close inequality gaps and maximise Trafford's huge potential.

Our vision: Working together to build the best future for all our communities / everyone in Trafford.

Our vision is about giving people in Trafford greater choice about where they live; to build and sustain in thriving communities; and to develop areas which we can all take pride in. It's about people living healthily; receiving care when they need it and having access to our green spaces with great transport links across the borough.



Our Culture

Trafford Council employs around 2300 non-school members of staff and as one of the biggest employers in the borough, we work hard to make Trafford Council an employer of choice. We care what you think and believe you are more than just a job role. We have a great benefits' package and a real focus on your health and wellbeing, as well as, extensive learning, succession and development opportunities.

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

At Trafford Council we are EPIC

We EMPOWER – We inspire and trust our people to deliver the best outcomes for our customers, communities and colleagues.

We are PEOPLE CENTRED – We value all people, within and external to the organisation and give those around us respect. We will act with honesty and integrity in all that we do, and create an environment that enables everyone we work with to thrive and succeed.

We are INCLUSIVE – We are committed to creating an environment that values and respects the diversity and richness differences bring

We COLLABORATE – We build relationships, collaborate; treat people as equal partners and work together to make things happen.

A day in the life

'A day in the life' section of this Role Profile outlines the key tasks you will be expected to perform to give you an understanding of a typical day and the key activities that you will be expected to deliver or contribute to the delivery of.

The 'you have' section explores what qualifications and experience you will need for the role and the 'your strengths' section is where you can tell us about what skills and knowledge you can bring with you to succeed in the role.

We are a values based organisation, so reflecting our values in your evidence will support your application.

Your Main Priorities

To ensure a family support service is provided to children in need and children in need of protection and deliver multi agency family support plans.

To provide professional supervision to social workers and social care staff working within the Children's Social Care Team.

To support the Service Manager with the management and delivery of the service, in line with departmental and legislative requirements.

Key duties

To ensure a family support service is provided to children in need and children in need of protection by:

Taking responsibility for the line management of a number of Social Care staff within Children's Social Care Teams.

In the absence of the Service Manager take the lead role for Social Care within the Children's Social Care Teams and when required make social work management decisions and provide advice and support.

Ensuring that practice serves to continuously improve the quality of life outcomes for children and young people.

Ensuring that integrated support packages are commissioned, co-ordinated and delivered through the lead professional role and that Family Support Plans are reviewed within the set timescales.

Ensuring that effective permanence planning takes place for children and young people in care.

Ensuring that services for children, young people and families are accessible and that stakeholder are fully engaged and participate in the development and improvement of services.

Assisting the Service Manager in developing effective ways to involve children, young people and families in service planning, re-design delivery and evaluation.

To provide professional supervision to social workers and social care staff working within the Children's Social Care Team by:

Taking responsibility for the line-management of a number of social care staff within the Children's Social Care Team.

Providing professional supervision to social workers on a regular basis, giving direction through clear decision making and advice to ensure effective safeguarding is afforded to vulnerable children and young people who are at risk from harm and abuse.

Maintaining managerial oversight of cases that are in court proceedings, monitoring the quality of submitted documents that timescales are adhered to, attending court when necessary.

Ensuring that the team have a current Personal Review Development Plan and that this is linked to operational and strategic objectives of the Family Support Service and that learning and development plans are linked to competencies.

Assisting in the allocation of work within the Children's Social Care Teams and operating a workload management system to ensure an equitable process.

Promoting and facilitating multi-agency working by fostering a climate of team work, co-operation, achievement, a common purpose and a shared value base.

Assisting the Service Manager in the safe recruitment of staff through robust selection and interview procedures in line with the respective human resources policies and procedures of the employing bodies.

Ensuring that staff that you supervise receive an induction into the integrated multi-agency service and where relevant complete the Common Induction Standards within the required timescale.

Ensuring that the team are appropriately registered to practice and abide by the relevant statutory code of Professional Practice and Conduct.

To support the Service Manager with the management and delivery of service in line with departmental and legislative requirements by:

Maintaining your own and staff's compliance with relevant legislation, guidance, policies and procedures and ensuring that service delivery is in line with national frameworks and standards, including the Laming recommendations.

Ensuring that practice works towards achieving overall service objectives and key performance indicators (KPIs).

Implementing a robust system of monitoring to ensure that manual and electronic record keeping and report writing is of high quality and is in accordance with the case recording policy and is undertaken within the required timescales.

Operating safely within the workplace with regard to the Council, Health Partner Organisations, health and safety policies, procedures and safe working practices and being responsible for your own health and safety and assist the Service Managers in ensuring the health and safety of staff within the Children's Social Care Teams..

Chairing Family Support Meetings, Reviews, Strategy Meetings and attending Child Protection Conferences

You Have	Your strengths
<ul style="list-style-type: none"> • Qualification(s) • Experience 	<ul style="list-style-type: none"> • Knowledge & Skills • Values based
<p>Recognised registered professional qualification in social work e.g. CQSW, CSS, DipSW, Degree in Social Work or equivalent</p> <p>Evidence of continued professional and personal development acquired to PQ Level 1 and 2</p> <p>Applicants should be registered with the Health Care Professions Council (HCPC)</p>	<p>Detailed working knowledge and experience of working in relation to Child Protection and of Working Together 2006 and Multi Agency Child in Need/Child Protection procedures</p> <p>Detailed knowledge and understanding of the legislation, regulations and guidance relating to childrens social care</p>
<p>At least 3 years' experience of working in a children's/young person's service social care setting as a practitioner</p> <p>Experience of undertaking child protection enquiries and working with children and young people in care</p> <p>Experience of court proceedings and court craft</p> <p>Experience of multi-agency working</p> <p>Experience of providing professional supervision to social workers</p>	<p>Detailed knowledge of Child Development and understanding of the diverse needs of children, young people and families</p> <p>Good communication skills – written, verbal and listening skills</p> <p>Ability to assess and manage risk</p> <p>Ability to work with difficult and hard to engage families</p> <p>Ability to build partnerships with children and young people and families</p>

	<p>Ability to build partnerships with a wide range of professionals, external partners and stakeholders</p> <p>Conflict resolution skills</p> <p>Ability to work in a team and support colleagues</p> <p>Ability to organise and prioritise work within appropriate timescales when under pressure</p>
<p>Applicants should have a full current driving licence and access to transport</p>	<p>Determination to improve the quality of life outcomes for all children and young people, particularly those who are most vulnerable and at risk</p> <p>Highly motivated with a 'can do' focus</p> <p>Enthusiasm for and commitment to the integration of services for children and young people</p> <p>Integrity and judgment</p> <p>Outcome focused</p> <p>Robust and resilient</p> <p>Inclusive in approach</p> <p>Commitment to ensuring services are accessible by all</p>
<p>A DBS check will be undertaken. Successful applicants will be asked to complete and sign a Disclosure Form giving permission for the screening to take place. Having a criminal record will not</p>	

necessarily bar you from working within Trafford Children's Service. This will depend on the nature of the position and the circumstances and background of any offences. Please note applicants refusing to sign the form or failing to disclose any convictions will not be progressed further.	
The nature and demands of the post holders time are not always predictable and there will be an expectation that work will be required outside of normal hours from time to time	

Date prepared/revised: 28/05/19

Prepared/revised by: CA/AM

Children's Services is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment.

Health and Safety

To operate safely within the workplace with regard to the Council's health and safety policies, procedures and safe working practices. To be responsible for your own Health and Safety and that of other employees.

Equalities & Diversity

To work within the Council's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications.

Customer Care

To continually review, develop and improve systems, processes and services in support of the Council's pursuit of excellence in service delivery. To recognise the value of its people as a resource.

Training and Development

To identify training and development needs with your manager, taking an active part in your Personal Development and Review Plan. To access development opportunities as they arise and share learning with others and where appropriate, actively encourage a learning environment and development within others.

Policy

To work at all times within the established policies and practices of the Council, within the framework established by the Council Constitution and associated guidance.

Information Governance

Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to personal and or sensitive information relating to service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the Council unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence and or data breach has been established.

All information obtained or held during the post-holders period of employment that relates to the business of the Council and its service users and employees will remain the property of the Council. Information may be subject to disclosure under relevant legislation.

To ensure information is shared safely and complies with information governance standards and associated legislation.