

Job description and specification

Job Title: HEAD OF CHILDREN IN NEED/ CHILD PROTECTION (CIN / CP)

Service: Children in Need and Child Protection

Grade: SMG3

Reports to: Director of Children's Social Care

Your job

Working within a strong multi-agency partnership the post holders will lead and manage all aspects of Cared for Services and Child Protection and Children in Need, including the following Ofsted regulated services; fostering, adoption, care leavers and care planning and all aspects of contact, referral and assessment of children in need and in need of protection from harm. The post holders will ensure all aspects of these services comply with legislation, government guidance and deliver the best possible outcomes for children. Enable the council to effectively deliver its corporate parenting responsibilities. The effectiveness of the service will be scrutinised by the Corporate Parenting Committee and inspected and validated by Ofsted. The highest professional and practice standards will provide reassurance to the council and partner agencies that cared for children are living well in Cheshire East. Each post holder will either be directly responsible for cared for services or child protection and children in need services.

In this job you will

- Contribute actively to the effective functioning of a network with peers, for mutual development and support, to derive shared solutions to complex aspects of service design and delivery, and to make recommendations to the Corporate Management Team on these where appropriate.
- Articulate, champion and develop the Council's operating model and principles, driving efficiency and continuous improvement, to provide real value-for-money for local people.
- Ensure consistently high levels of customer satisfaction, including designing and putting in place an effective framework to capture measure and report on this on a regular basis.
- Support, encourage and enable collaborative multiple accountability and multi agency working, in partnership with a wide range of other service providers, to deliver outcomes for local people efficiently and effectively.
- Create, foster and maintain a safe and healthy working environment, which encourages commerciality, creative thinking, innovative practice and acceptable well managed risk taking by all staff, and which seeks actively to provide added 'public value' from limited resources.
- Design, document, implement and maintain service structures, methods of delivery, operating procedures and 'rules of engagement' which define the required behaviours and best practice of frontline staff, and to ensure that agreed standards are met consistently in meeting the needs of local people.
- Ensure that services/functions are delivered within and to budget, and to set and manage appropriate financial and other controls, which enable decisions to be made directly and quickly at the frontline (within agreed delegated authority).
- Manage all aspects of the team and individual staff performances including use of resources against agreed shared and personal targets.

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- Work closely with elected Members at local level, to support them in undertaking their Community Leadership role effectively and confidently.
- Take responsibility for, and be directly accountable for the performance and use of resources, of a range of defined related functions and activities, as the main (but not exclusive) area of focus of the role
- Ensure there is effective contact, referral, assessment and care planning pathways so children can be protected from harm and remain living with their family or achieve a permanent family either through adoption, fostering or kinship arrangements.
- Lead and manage a sufficient supply of local value for money care placements and supported accommodation.
- Develop and deliver the role of 'Responsible Individual' all Ofsted registered services.
- Manage services to ensure cared for children have the life skills and education and are prepared for the work of work and independence.
- Develop and oversee the implementation of appropriate policies and procedures in relation to assessment care planning to ensure the service complies with its duties and responsibilities to safeguard children and young people in Cheshire East.
- Lead, develop, monitor and review a range of sub regional collaborates or enterprises to delivery effective and efficient adoption services.
- Ensure the delivery of high quality social work service for children in need and in need of protection from harm and support to cared for children and care leavers
- Provide the support and professional development of staff including supervision, appraisals, to ensure staff are supported to deliver high quality services in line with the priorities of the service.
- Discharge the role of Agency Decision Maker for fostering and adoption in consultation with the Director of Children Social Care.

From time to time you may be asked to undertake work as may be determined. This will be up to or at a level that is consistent with your job role. This supports our joint commitment in our employee deal to work together as one team and one council to deliver the best service for our customers and communities.

In this job you will need

You must be able to demonstrate the following essential requirements

- Post Graduate Management Qualification
- Diploma in Social Work or equivalent.
- Formal Management Training
- Currently operating in a similar role
- Substantial post-qualifying experience including considerable senior management experience in a social care setting
- Recent experience of having developed and delivered high performing social care services as rated by Ofsted
- Proven track record of sound management of people, budgets and systems
- Experience of establishing effective performance measures and a performance culture that achieves objectives and drives up standards and performance.
- Experience of leading change and major contribution to service development
- Experience of involving users and staff in service issues
- Experience of developing and maintaining partnership working
- An ability to demonstrate a thorough knowledge of children's services issues.
- Sound knowledge of the legislation related to social care

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- Knowledge of Local Government framework and processes
- Sound understanding of current social and educational policy issues and best practice
- Knowledge of processes for evaluating and continuously improving quality
- Management skills and the ability to inspire, develop and motivate teams.
- Ability to appraise and identify opportunities for improvement
- Creative thinking
- Robust under pressure with an ability to work to tight deadlines.
- Strong communication, influencing, negotiating and presentations skills
- Ability to make sound judgements in a high risk and complex environment
- Commitment to meaningful neighbourhood and locality working
- Ability to work as a team with the other post holder.

Our culture

For us, it is not just about our achievements as an organisation, but about how we do it. At Cheshire East Council we are working for a brighter future together –

- **We have a shared purpose**
- **We are supported and well led**
- **We are treated fairly and highly valued**
- **We succeed together**

This is all underpinned in our employee deal and everyone is expected to uphold their commitments by living by our values and demonstrating our behaviours.

Our values

Flexibility: adaptable, open to learning and resilient

Innovation: creative, challenges convention and always looks to improve

Responsibility: delivers on promises, efficient and has integrity

Service: listens, delivers quality, is reliable and enables others

Teamwork: respectful, inclusive and contributes at all levels

Employee deal

Our
COMMITMENT

Shared purpose

- Provide a safe and positive working environment
- Setting clear performance objectives with realistic timescales for delivery
- Having fair and efficient policies and procedures in place and applying them consistently
- Listen, respond and act appropriately when you tell us about something that is inappropriate or wrong

Your
COMMITMENT

Shared purpose

- Bring a positive and can do attitude into work
- Be proactive and always responsive to our customers and communities
- Work responsibly and ask for help if you need it
- Tell us if you see or experience anything that is inappropriate or wrong

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Well led

- Provide honest, respectful and responsible leadership
- Be fair, consistent and timely in our decision making
- Work with you, enabling you to do your best work every day with the right resources, tools and technology

Valued people

- Have regular, useful team meetings, keep you informed and provide an opportunity for everyone to share their views
- Treat you as individuals, be respectful, flexible and supportive
- Care for your health and well-being
- Provide you with regular, meaningful and constructive feedback on your performance through one-to-ones and performance review meetings

Succeeding together

- Offer you opportunities for learning and developing
- Recognise and value your hard work and contribution
- Work together as one team and one council to deliver the best service for our customers and communities

Well led

- Be honest and reliable
- Get involved, keep informed, make suggestions and share your ideas
- Embrace technology and new ways of working

Valued people

- Participate fully and make helpful contributions to team meetings
- Be respectful of others and work flexibly and collaboratively with colleagues and partners
- Care for your health and well-being enabling you to maximise your attendance at work
- Value helpful constructive feedback and act upon it

Succeeding together

- Take the opportunity to learn and develop
- Be supportive and appreciate others
- Work together as one team and one council to deliver the best service for our customers and communities

