

Kent County Council

Job Description: *Team Manager – Out of Hours*

Directorate:	Children, Young People and Education
Unit/Section:	Integrated Children's Services
Grade:	KR12
Responsible to:	Service Manager

Purpose of the Job:

Provide safeguarding expertise, management oversight and case direction outside of normal working hours in order that children, young people and adults across Kent and Medway are safeguarded appropriately.

Embed new ways of working as part of ongoing service development including a culture of shared reflective practice and risk assessment that balances strengths and dangers.

Ensure that services and interventions are delivered in accordance with legislation, Corporate and Directorate policies and within allocated cash limits.

Main duties and responsibilities:

- Manage a multi skilled team to provide an out of hours service to children, young people and adults in need of safeguarding intervention that is timely, proportionate to risk and informed by research, Local Authority thresholds and by the historical context and significant events for each case.
- Provide leadership in order that team members effectively fulfill the complex changing demands of the service. Provide day to day support and professional supervision , managing performance as appropriate.
- Recruit, develop and motivate new staff within the service.
- Develop, enhance and maintain collaborative working practices with a broad range of agencies including NHS, Police, and specialist agencies, ensuring positive outcomes for children, young people and adults.
- Develop, enhance and maintain collaborative working practices with other services across KCC.
- Contribute to the Allocation of resources and workload across the team and wider service to ensure effective delivery of service within allocated cash limits, considering local and national priorities.

- Work with the senior leadership team and other services within KCC to contribute the design and implementation of the performance management framework to create and sustain a culture of continuous improvement.
- Undertake case audits to quality assure file management and standards of practice.

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post

Kent County Council
 Person Specification: *Team Manager*

The following outlines the Minimum criteria for this post. Applicants who have a disability and who meet the minimum criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	MINIMUM
QUALIFICATIONS	<p>Degree in Social Work, CQSW, DipSW or equivalent.</p> <p>Relevant professional development.</p> <p>Registration as a Social Worker with the relevant professional body</p>
EXPERIENCE	<p>Extensive post qualification experience within Social Care.</p> <p>Experience of professional supervision, line management or project management.</p> <p>Experience of budget management issues.</p> <p>Experience of contributing to policy and practitioner formulation, implementation and review.</p> <p>Experience of working jointly with key partners in the statutory, private and voluntary sectors.</p> <p>Experience of staff recruitment and development.</p>
KNOWLEDGE	<p>Excellent knowledge and understanding of relevant legislative and policy frameworks and impact on service.</p> <p>Excellent knowledge and understanding of social work theories relating to child care services.</p> <p>Excellent knowledge and understanding of Safeguarding policies and procedures.</p> <p>Knowledge of recent research and National initiatives impacting on Children's Social Services.</p> <p>Knowledge and performance management indicators.</p> <p>Knowledge of financial regulations.</p>
SKILLS AND ABILITIES	<p>Ability to lead, manage and motivate a team.</p> <p>Excellent oral and written communication skills.</p> <p>Excellent organizational skills, ability to prioritise work and delegate tasks.</p>

	<p>Develop and maintain effective working relationships.</p> <p>High level professional supervisory skills.</p> <p>Budget management skills.</p>
<p>KENT VALUES AND CULTURAL ATTRIBUTES</p>	<p>Kent Values:</p> <ul style="list-style-type: none"> • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile</p> <p>Curious - constantly learning and evolving</p> <p>Compassionate and Inclusive - compassionate, understanding and respectful to all</p> <p>Working Together - building and delivering for the best interests of Kent</p> <p>Empowering - Our people take accountability for their decisions and actions</p> <p>Externally Focused - Residents, families and communities at the heart of decision making</p>

