# Kent County Council
## Job Description: *Practice Development Officer*

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| **Directorate:** | **Children, Young People and Education** |
| **Unit/Section:** | **Children's Safeguarding** |
| **Grade:** | **KSI** |
| **Responsible to:** | **Practice Development Manager** |

## Purpose of the Job:

The role covers all aspects of children's social care and early help (integrated practice): children in need of protection, those in the Council's care and Care Leavers, Early Help units and Open Access. As a Practice Development Officer, you will:

- Monitor and evaluate the quality of integrated practice, identifying areas of good practice and those where further improvement in the delivery of practice and services is required.
- Embed Kent's chosen Practice Framework into frontline practice across the integrated service
- Undertake County and Area audits of integrated practice and the implementation of any resulting improvement/ action plans.
- Promote effective multi-agency partnership working.
- Promote a learning culture that further develops the knowledge base of social work and early help practitioners.
- Disseminate and raise awareness of key national and local policy changes and the messages from research.
- Influence the delivery of effective integrated practice.

## Main duties and responsibilities:

Practice Development Officers in liaison with the Practice Development Managers, Service Managers, and the Principal Social Worker (PSW) will:

- Model and promote high-quality frontline practice.
- Coach frontline managers to support the implementation of KCC's practice framework.
- Delivering training to frontline practitioners in order to implement KCC's practice framework
- Facilitate and undertake ongoing thematic audits and research of integrated practice.
- Monitor and evaluate the professional standard of integrated practice in Kent – through scrutiny of integrated service data, audit findings and quality assurance report, complaints, multi-agency reviews including Serious Case Reviews and the outcomes from staff focus groups and surveys.
- Contribute to the effective formulation, monitoring and review of local policies and procedures that underpin effective practice.

- Contribute to the successful implementation of any integrated service action plans.
- Oversee the implementation and monitoring of resulting management action plans.
- Identify opportunities to plan and deliver training presentations and workshops to staff both internally and as part of a multi-agency process.
- Maintain an awareness of national developments in legislation, policy and practice as well as emerging research findings, keeping operational Areas appropriately informed.
- Represent the directorate at conferences and other forums at both County, Regional and National level upon request.
- Ensure a regular and systematic approach to quality assurance of processes via case audits and other relevant evaluation tools, to support continuous improvement of the service.

Footnote: This job description is provided to assist the job holder to know what their 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: *Practice Development Officer*

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

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

| | **CRITERIA** |
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| **QUALIFICATIONS** | • Educated to degree level.<br>• Professional qualification in Social Care, Health, Youth Work or Teaching and/or extensive experience<br>• Evidence of continuous professional development. |
| **EXPERIENCE** | • Extensive post qualification experience within Social Care, Youth Offending or Early Help case management<br>• A thorough knowledge of different models of social work and early help practice.<br>• Experience of involvement in multi-agency working, particularly with Health & Education partners. |
| **SKILLS AND ABILITIES** | • Enhanced professional judgement and decision-making skills.<br>• Ability to lead and influence.<br>• Ability to develop effective working relationships at all levels internally and with key colleagues from other agencies.<br>• Change management skills.<br>• Good organisational skills including oversight and prioritising of projects.<br>• Solution focussed skills.<br>• Ability to analyse statistical & performance information to improve practice.<br>• Ability to challenge effectively and deliver difficult messages without undermining professional relationships and professional integrity.<br>• Excellent communication skills – both verbal and written. |
| **KNOWLEDGE** | • Excellent knowledge and understanding of relevant legislative and policy frameworks and impact on service, across the children's and young people agenda<br>• Enhanced knowledge of practice theories, including social work theory, and its implications for practice – including those related to child attachment and child development.<br>• Knowledge of recent research and National initiatives impacting on Children and young people Services<br>• Excellent knowledge and understanding of Safeguarding policies and procedures |
| **KENT VALUES AND CULTURAL ATTRIBUTES** | **Kent Values:**<br>• We are **brave.** We do the right thing, we accept and offer challenge<br>• We are **curious** to innovate and improve<br>• We are **compassionate**, understanding and respectful to all<br>• We are **strong together** by sharing knowledge |

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| | • We are all **responsible** for the difference we make<br><br>Our values enable us to build a culture that is:<br><br>**Flexible/agile** - willing to take (calculated) risks and want people that are flexible and agile<br>**Curious** - constantly learning and evolving<br>**Compassionate and Inclusive** - compassionate, understanding and respectful to all<br>**Working Together** - building and delivering for the best interests of Kent<br>**Empowering -** Our people take accountability for their decisions and actions<br>**Externally Focused** - Residents, families and communities at the heart of decision making |