

Kent County Council
Job Description: *Team Manager*

Directorate:	Children, Young People and Education
Unit/Section:	Integrated Adolescent Service
Grade:	KSJ
Responsible to:	Service Manager

Purpose of the Job:

To deliver and improve services for vulnerable adolescents in need of support and protection.

To lead and direct a team of qualified Social Workers and social work assistants to provide services to adolescents and their families via child in need assessments, plans and interventions.

To lead on contextual safeguarding approaches for adolescents, focusing on extra familial harm and delivering interventions that work to keep adolescents safe.

Main duties and responsibilities:

- Manage a team of qualified social workers and social work assistants to provide a service to adolescents open to Specialist Children's Services in accordance with legislation, policies and practices.
- Allocate cases within the statutory timescale ensuring assessments, statutory visits and planned reviews have clear objectives and outcomes in order to ensure that all vulnerable children receive a service that reflects the Council's commitment to safeguarding and putting the needs of individual children first.
- Develop, enhance and maintain locality specific, collaborative working with a broad range of agencies including Health, Education, Police and the private / voluntary sector agencies, ensuring positive outcomes for Young People.
- With effective use of team performance data, complete and review performance development plans for the team, ensuring the team meets its statutory requirements with respect of service delivery and is compliant with KCC practice guidance.
- Provide high quality supervision which enhances individuals' personal and professional development needs and contributes towards staff retention.
- Chair strategy discussions or complex harm meetings where serious issues of risk need to be considered and to provide oversight and input into the formulation of safety plans and interventions which achieve positive outcomes for young people in need or at risk.

- Allocate resources and workload across the team to ensure effective delivery of service within allocated cash limit, taking into account local and national priorities.
- Recruit, develop and motivate staff groups capable of fulfilling the changing demands of the service, promote the ongoing continuous development of staff (and, where relevant; supporting employees to meet the requirements of their registration) in order to deliver a high quality and consistent service.
- Contribute to the preparation of the team budget. Control, monitor and forecast expenditure, taking remedial action as required to enable cost effective services to be provided within the allocated cash limit.
- Contribute to the formulation, monitoring and review of professional practice procedures, strategy and policy through working closely with colleagues in other Divisions and/or via County Working Groups, to maintain high standards of social work practice which meets the changing needs of the service.
- Respond to situations of crisis and emergency by co-coordinating service provision with other Directorate colleagues.
- 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 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.

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Person Specification: *Team Manager*

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
QUALIFICATIONS	<ul style="list-style-type: none"> • Degree in Social Work, CQSW, DipSW or equivalent. • Relevant professional development. • Registration as a Social Worker with Social Work England
EXPERIENCE	<ul style="list-style-type: none"> • Extensive post qualification experience within Social Care. • Experience of professional supervision and performance management • Experience of budget management issues. • Experience of contributing to policy and practitioner formulation, implementation and review. • Experience of working jointly with key partners in the statutory, private and voluntary sectors. • Experience of staff recruitment and development. • Experience of working with a high level of social complexity and risk of harm • Substantial experience in relationship and strengths-based practice, working collaboratively with children, young people and their families
SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Demonstrable an ability to build sound, productive working relationships with colleagues, partners and other staff. • Ability to write high quality written reports which are suitable for a variety of professional settings. • Ability to make good quality judgements and sound decisions in situations of increasing complexity, risk, uncertainty and challenge, and be able to effectively explain and justify decisions • Ability to determine which interventions, knowledge and skills to deploy to effectively respond to different issues. • Ability to work under pressure and manage time and workload effectively. • A Full UK Driving Licence – The Council is committed to making reasonable adjustments so whilst this job requires the jobholder to drive your application will still be considered if you are unable to drive due to a disability.
KNOWLEDGE	<ul style="list-style-type: none"> • Excellent knowledge and understanding of relevant legislative and policy • Knowledge and understanding of social work theories relating to adolescents • Excellent knowledge and understanding of Safeguarding policies and procedures. • Knowledge of recent research and National initiatives pertaining to adolescents • Knowledge of performance management indicators. • Knowledge of financial regulations.
KENT VALUES AND	Kent Values:

**CULTURAL
ATTRIBUTES**

- 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

Our values enable us to build a culture that is:

Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile

Curious - constantly learning and evolving

Compassionate and Inclusive - compassionate, understanding and respectful to all

Working Together - building and delivering for the best interests of Kent

Empowering - Our people take accountability for their decisions and actions

Externally Focused - Residents, families and communities at the heart of decision making