



## Kent County Council

Job Description: *Kent and Medway Practice Consultant -  
Neurodivergent Children and Young People – 11-> 25 years*

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<b>Directorate:</b>	<b>Strategic and Corporate Services</b>
<b>Unit/Section:</b>	<b>Strategic Commissioning Unit</b>
<b>Grade:</b>	<b>KR12</b>
<b>Responsible to:</b>	<b>Designated Key Worker Programme Lead/ Senior Commissioning Manager, (Children and Young People's Services)</b>

### **Purpose of the Job:**

- To provide clinical leadership and consultation to Kent and Medway networks and systems supporting neurodivergent children and young people who present with behaviours that challenge, within the system escalation or crisis care pathway.
- To support and enable partner agencies to come together and ensure the voice of children and young people, and their family and carers are central within all care planning
- To enable and role model for the system and networks supporting children and young people
- Be creative in identifying bespoke packages of care and support utilisation of pooled resources, skills, and experience.
- To ensure that partner agencies work together to create shared care plans, support packages and risk assessments that support the holistic needs of children and young people who present with behaviours that challenge, within the system escalation and crisis care pathway.
- To role model and lead provider partnership networks in having open, honest and transparent conversations regarding children and young people's needs and foster a culture of respectful and healthy professional challenge
- To deputise on occasions for the service senior leads during periods of absence or at strategic meetings where appropriate.



## **Operational**

To ensure the role delivers the requirements listed above; engaging and liaising with key stakeholders, in particular:

- the Care Education Treatment Review (CETR) team to identify Children and Young people at high risk for admission,
- communicating with the local Dynamic Support database administrator to monitor and build a triangulated care picture that supports Children and young people's care progression.
- reporting to Health and Local Authority Commissioners about provision gaps and risk at individual and system level.
- engaging with existing reporting systems, adapting reporting tools to best deliver the key data required to support transformational change across agencies improving the experience and outcomes for children and young people with neurodivergent needs and their families.
- maintain an awareness of changes in legislation, theories, corporate and directorate policies, pertaining to their role and wider system frontline delivery
- maintaining insight into localised provider and multi-agency practices
- Contribute to the delivery of a range of business initiatives and projects. To support the identification and sharing of best practice.
- To operate in a highly political and sensitive environment
- Communicates with parents and young people to ascertain their view on "what could be helpful" for delivery of their care package.

## **Project Management**

- Lead in the delivery of project plans, allocating tasks as appropriate, identifying risks, issues and dependencies, considering best practice and current options and ultimately making decisions in the best interest of the project.
- Pro-actively manage stakeholders, respond to, and resolve conflict between different stakeholders when this arises through facilitation or other appropriate mechanisms
- Responsible for the planning and organisation of numerous events/meetings. Ensuring communication tools are used to their maximum value for circulating the minutes, agenda and presentations in a timely manner
- Demonstrate effective stakeholder management across different departments and at all levels



### **Staff Management**

- Contributes to the recruitment of staff, chairing of recruitment panels and acting as the recruiting manager when required
- Responsible for undertaking self-appraisal and personal development
- Forge close positive working relationships, to support and effective matrix approach to achieving project objectives
- To support, motivate and collaborate with staff within the team to ensure that they can deliver their responsibilities within team policies and strategies.
- Managing third parties (health, education and social care professionals) to ensure care deliverables are met in a timely manner and within agreed budget.
- To support, motivate and collaborate with health, education and social care professionals ensuring that they can deliver their responsibilities within a multi-disciplinary forum.

### **Information Management**

- Maintain accurate records from consultation or assure audit trail from multi-agency engagement activities
- Collate as required, qualitative and quantitative information and lead appropriate analysis to develop robust business cases and contribute to project 'products'
- Analyse, interpret and present data to highlight issues, risks and support decision making

### **Policy and Service Development**

- responsible for identifying and proposing changes to implementation and interpretation of policy, local guidelines, and service level agreements (SLA's) assuring quality of future provision to neurodivergent children and young people who present with behaviours that challenge.
- proposes changes to own function as system matures towards quality provision
- maintains a good knowledge of emerging policies from government departments for example health, education, and care legislation, change management and local policy. Utilise to assist thinking and definition for strategy discussions within multi-disciplinary network and stakeholder meetings.



## **Research and Development**

- Plan, develop and evaluate methods and processes for gathering, analysing, interpreting, and presenting data and information
- Co-ordinating research & development initiatives.

## **Planning and Organisation**

- Contribute to the strategic planning of team projects, identifying interdependencies across projects/functions, potential impacts on wider organisation, resource requirements building in contingency and adjustments as necessary
- Contribute to the development of health, education, performance and governance strategies including development and implementation of improvement programmes, in accordance with Local Authority and Health priorities.
- Contribute to short-, medium- and long-term business plans, achieving quality outcomes as directed by line management.

## **Main duties and responsibilities:**

This role is non case holding and will offer a rewarding combination of supporting multi-disciplinary teams who are working at an individual level, focusing on preventing and minimising stays in children's specialist mental health hospitals and assessment and treatment units. Supporting creative care packages that enable transition through discharge from specialist mental health hospitals into community settings, engaging and negotiating at frontline, senior and strategic levels, working with health, education and social care teams and managers.

This role is designed for an experienced senior practitioner who wants to engage their full skill and knowledge set and stretch their abilities into a more strategic arena. The role supports the business in driving transformation as well as value for money in planning, commissioning, and service delivery. The role is designed to build a combination of subject matter expertise and technical skills to develop a strong service delivery for neurodivergent children and young people who present with behaviours that challenge, within the health, education and social care escalation routes, (the system) and crisis care pathway.

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.



## **Organisational Responsibilities**

All corporate directors, directors and senior managers have an explicit responsibility to deliver the collective agenda of the Council. These are fundamental elements of their role not an addition and are summarised as follows:

### **Whole Council**

- Seek to improve the lives of all residents in Kent and economy of Kent
- Act as corporate parent to the Council's looked after children
- Take an active role in promoting and ensuring the Council's responsibilities for safeguarding are met.
- Understand, communicate and contribute to the delivery of KCC's strategic aims
- Meet statutory obligations and promote and ensure compliance with policies and procedures and the Council's Code of Conduct (Kent Code).
- Advise elected members and support the democratic process
- Promote the Council brand and enhance the overall reputation of the Council
- Understand and monitor the measures of performance, including customer insight, which define successful outcomes for KCC services
- Maintain and ensure a relentless focus on the customer
- Act to support the Council-wide need to deliver services within budget, thereby avoiding an overspend that could damage the financial viability of the Council
- Overcome professional and service silos to achieve the County Council's objectives.

### **Integration of Services**

- Focus resources where they have the biggest impact
- Deliver services that are flexible and adaptable
- Integrate services within KCC and work with partner agencies to ensure a seamless customer experience
- Fully and inclusively engage all staff in the delivery of services, demonstrating the Council's leadership values and competencies.

### **Embedding Commissioning and Engaging relevant markets**

- Establish an outcome focused organisation
- Meet the financial regulations and standing orders of KCC
- Challenge the status quo and engage with the market to constantly improve
- Ensure all services are delivered effectively and efficiently
- Proactively and continuously seek to improve service delivery
- Proactively manage risk to avoid inertia whilst not exposing the Council to needless and avoidable challenge or loss



## **Managing Change**

- Understand and support the Authority's overall change agenda
- Deliver required outcomes of service specific change on time and to budget
- Understand the quality of staff, support their development, nurture those with talent
- Identify the skills for the future and the level of staff through robust workforce planning
- Identify and deal with underperformance.
- Deliver to agreed budget and income targets



## Kent County Council

### Person Specification: *Kent and Medway Practice Consultant - Neurodivergent Children and Young People – 11-> 25 years*

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.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Social Work, Nursing, Qualified Teacher Status or other relevant professional</li> <li>• Up to date registration with an appropriate professional body.</li> <li>• Competent to work at senior practitioner level, or at MSc qualification level for their profession</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Post qualification and leadership experience in their relevant field of practice</li> <li>• Evidence of post qualifying and continuing professional development.</li> <li>• Good understanding of the background to and aims of current National policy related to Learning Disabilities/Autism and the implications of this on practice.</li> <li>• Good understanding of the relationship between the Department of Health and individual T4 provider and commissioning organisations.</li> <li>• Significant diverse post qualification experience in Children's/Adult Services, Health related agencies or relevant private or voluntary organisation</li> <li>• Experience of working with CYP with diagnosis of Autism</li> <li>• Supervision and development of staff.</li> <li>• Successful joint working with partner agencies.</li> <li>• Experience of negotiation and collaboration across health, education and social care</li> </ul>

<p><b>SKILLS AND ABILITIES</b></p>	<ul style="list-style-type: none"> <li>• Development and maintenance of therapeutic alliance with CYP and their families.</li> <li>• Able to work autonomously</li> <li>• Able to negotiate at a senior level to improve outcomes for CYP</li> <li>• Able to perform to a high level in a clinical setting, holding services to account and ensuring resources available for effective discharge planning.</li> <li>• Case management skill set that focuses on the needs of the CYP and the context of their care pathway in relation to all clinical and legal processes</li> <li>• High-level communication skills across a range of agencies</li> <li>• Ability to act as a mentor to practitioners</li> <li>• Ability to prioritise and to work effectively on own initiative as well as part of a team.</li> <li>• Ability to travel frequently across Kent and out of county</li> <li>• Computer literate with effective written skills and report writing.</li> <li>• Must be able to provide and receive highly complex, sensitive or contentious information; negotiate with service managers on difficult and controversial issues, and present complex and sensitive information to parents, Stakeholders and NHSE</li> </ul>
<p><b>KNOWLEDGE</b></p>	<ul style="list-style-type: none"> <li>• Working knowledge of Mental Health Act,1983; Children Act 1989, Children and Families Act 2014, Health and Social Care Act, 2008; Mental Capacity Act, 2005; Rights of the Child, 1989; Care Act, 2014; NHS 10-year plan Autism Act 2009 Human Rights Legislation</li> </ul>

	<ul style="list-style-type: none"> <li>• working knowledge of KCC and NHS policies, procedures and practice</li> <li>• Excellent child protection legislation knowledge and understanding of safeguarding issues</li> <li>• Awareness of data protection and confidentiality issues</li> <li>• Awareness of legislation relating to Equal Opportunities</li> <li>• Knowledge and experience of risk assessment and risk management</li> </ul>
<p><b>KENT VALUES AND CULTURAL ATTRIBUTES</b></p>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• We are <b>brave</b>. We do the right thing, we accept and offer challenge</li> <li>• We are <b>curious</b> to innovate and improve</li> <li>• We are <b>compassionate</b>, understanding and respectful to all</li> <li>• We are <b>strong together</b> by sharing knowledge</li> <li>• We are all <b>responsible</b> for the difference we make</li> </ul> <p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p> <p><b>Empowering</b> - Our people take accountability for their decisions and actions</p> <p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p>