

## Adoption Partnership

### Job Description: Permanency Planning Lead

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**Directorate:** Children, Young People and Education

**Grade:** KR11

**Responsible to:** Team Manager

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

The PPM Led will support Safeguarding and Child in Care teams across the region and will lead on supporting the permanency planning of children whose plan maybe one of adoption. the post holders will be proactive in extracting and analysing available data of children entering care and maintain a Permanency Planning Lead tracker to monitor cases with a potential adoption plan.

#### **Main duties and responsibilities:**

1. Manage and maintain a Permanency planning lead tracker which covers all under 7's in pre-proceedings and proceedings with a potential adoption plan
2. Attend all Permanency planning meetings with the CSWT and the CIC teams until ADM is made or it is identified that adoption is not the appropriate plan for that child
3. Provided advice and information to the district's for use within final evidence and care planning in relation to adoption and available adopters for children
4. Provide family finding statements to the court, if directed, in cases where no family finder is allocated
5. Identify potential foster for adopt cases, manage the referrals for foster to adopt and progress the case until child is either placed with foster for adopt carers or the court directs alternative placement
6. Provision of advice to district teams when family members or foster carers are considering seeking SGO or adoption

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.

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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
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• Relevant degree, diploma or related professional qualification in Social Work</li><li>• Up to date registration with appropriate professional body</li><li>• Relevant Professional Development</li></ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"><li>• Significant post-qualification experience that enables the post holder to have achieved the relevant level of the competency</li><li>• Experience of multi-agency/partnership working</li><li>• Experience of working with clients spanning a range of complexity.</li><li>• Experience of being jointly responsible, with the line manager, for participating in and arranging regular supervision to update on case work, review progress on childrens plans, agree decisions and critically reflect on practice</li></ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"><li>• Ability to build and develop effective working relationships across a wide range of internal and external partners</li><li>• Ability to prioritise, forward plan and work effectively on own initiative as well as part of a team</li><li>• Supervision, management, mediation and negotiation skills</li><li>• Ability lead a range of service related projects</li><li>• Extensive experience writing complex and sensitive reports, case notes, and court statements</li><li>• Demonstrate the ability to be jointly responsible, with the line manager, for recognising learning development needs and identifying training or learning opportunities to enhance professional knowledge and skills</li><li>• Ability to contribute to and lead working groups and dissemination of information consistently across the RAA.</li><li>• Ability to take responsibility for own and others health and safety</li></ul>

<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• An evidenced-based high level understanding and application of key policies, legislation and statutory guidance, and eligibility criteria</li> <li>• Good understanding of adoption practice, policies, procedures and protocols.</li> <li>• Good understanding of joint working with partner agencies</li> <li>• Familiarity with relevant recent research and governmental initiatives</li> <li>• Working knowledge of legislation relating to Equal Opportunities</li> <li>• Compliance with information governance, record retention, confidentiality issues and the General Data Protection Regulations</li> <li>• Working knowledge of financial procedures and financial regulations</li> <li>• Professional supervision of a range of resources and financial management ability</li> </ul>
<b>BEHAVIOURS</b>	<ul style="list-style-type: none"> <li>• A belief in the right to family life for all children, and a belief that adoption provides better chances for children who are not able to live with their birth families.</li> <li>• A commitment to children's rights and participation</li> <li>• A commitment to promoting equal opportunities and to achieving anti-discriminatory practice in all aspects of work.</li> <li>• A commitment to providing high quality professional service and to contributing to the continuous development of the team.</li> <li>• A commitment to ensuring that the adoption team are viewed as committed, professional, respectful, dynamic and credible in all they do and that the wellbeing of the child sits at the heart of our work.</li> </ul>
<b>BEHAVIOURS AND KENT VALUES</b>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• <b>We are brave. We do the right thing, we accept and offer challenge</b></li> <li>• <b>We are curious to innovate and improve</b></li> <li>• <b>We are compassionate, understanding and respectful to all</b></li> <li>• <b>We are strong together by sharing knowledge</b></li> <li>• <b>We are all responsible for the difference we make</b></li> <li>• </li> </ul>