

Directorate: Children, Young People and Education
Unit/Section: Integrated Childrens Services
Grade: KR11
Responsible to: Open Access Service Manager

Purpose of the Job:

To lead and manage the delivery of Reducing Parental Conflict Programme (RPC) across Kent and Medway Councils and to develop a wide understanding of and approach to reducing the impact of inter-parental conflict on children and young people as part of a whole family approach. This will include developing and delivering evidence-based practice and supporting partner agencies to deliver sustainable interventions that improve outcomes for children, young people and their families across Kent and Medway. A key aspect of the role will be to develop and promote inclusion of parents from different backgrounds and experiences in the RPC programme.

As an experienced manager, you will provide leadership and operational management of all elements of the RPC programme across Kent and Medway Councils, ensuring robust management and quality assurance, accountability and performance management and that contractual targets are delivered. You will be responsible for managing two practitioners who will assist in delivering the RPC programme in Kent and Medway.

As an experienced parenting practitioner, you will establish and maintain robust multi-agency links with the key partner agencies in order to promote an integrated and joined up approach to work with parents and partner agencies, ensuring a consistent and reliable countywide service is delivered, with in-built flexibility to meet local demand.

Main duties and responsibilities:

- To ensure the delivery of excellent, innovative services across Kent and Medway Councils; Champion the Kent and Medway joint vision to ensure the delivery of high-quality Early Help partnerships and services for children and families that improve outcomes, including identifying, disseminating, integrating and promoting excellent evidence-based practice.
- To provide strategic and operational oversight and direction in the roll out of the RPC programme, including financial monitoring and reporting. Contributing to the design and delivery of appropriate business plans to ensure the service performance levels and budget requirements, and reporting are met.
- To develop a wide approach to parental conflict and take responsibility for its roll out, implementation, and helping to raise the profile of the importance of healthy family relationships across Kent and Medway. This includes establishing and supporting a multi-agency network of RPC 'Champions'.
- To develop and implement a plan around inter-parental conflict, championing this agenda within the Council and other organisations and networks including the development and implementation of a multiagency training plan.

- To work closely with partner agencies to ensure effective communication of key messages, and the operational development of all parental conflict work linked to the Kent and Medway strategy.
- To co-ordinate the delivery of evidence-based interventions in line with research driven practice, including some direct delivery of interventions and ensuring fidelity of the programme within Kent and Medway Councils.
- To lead on embedding the identification of RPC issues within assessments and planning within case work and community interventions. To provide relevant practice updates on RPC within Early Help and safeguarding assessments, plans and multi-agency forums, supporting the development of care pathways and routes into, through and out of parenting programmes alongside statutory interventions.
- To complete all required monitoring information, evaluation pre and post questionnaires, and records; and use databases that record this information.
- To uphold and carry out the duties of the post with due regard to Kent and Medway Councils' equalities in employment policies.
- You must be prepared to be responsible for the implementation of and compliance with the provisions of legislations relating to the health and safety of such employees and areas of the workplace as fall under your direct control and for complying with legislation relating to such works and contracts as are within your direct responsibility.
- The list of duties in this job description should not be regarded as exhaustive and other duties and requirements associated with the role may be require you to undertake other duties, please note that the Councils reserves the right to update your job description, from time to time, to reflect changes in, or to, your job. This job description sets out the duties of the post at the present time.

Kent and Medway Councils

Person Specification: Parental Relationships Co-Ordinator

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

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

	CRITERIA
QUALIFICATIONS	<p>A recognised professional qualification e.g., Social Work, or a related degree level qualification, or the proven ability and experience to clearly demonstrate the skills and knowledge equivalent to such a standard.</p> <p>Level 4-5 Diploma (or equivalent) and advanced level professional qualification and/or relevant experience.</p> <p>Experience and accredited (qualification) in an evidence based parental conflict programme or/and parenting programme/s.</p> <p>Evidence of continuous professional and management development.</p> <p>Completion of Kent Manager or the commitment to undertake this training.</p>
EXPERIENCE	<p>Robust experience of working within Children's Early Help Services and delivery and supervision of interventions that support parents to build resilience.</p> <p>Experience of leading and managing a team across a large geographical area to set and achieve service objectives and standards.</p> <p>A proven record of successful service development and delivery, involving collaborative practices across multi-disciplinary teams to promote better outcomes.</p> <p>Experience of mobilising and developing new services across a large geographical area, including the development of action and improvement plans to assist enhanced service delivery.</p> <p>Experience of developing and delivering training.</p> <p>A track record of using co-production with people who use the service and partnership agencies to identify gaps in provision and find appropriate solutions, which promote successful outcomes.</p> <p>Experience in staff recruitment and selection, induction, training, monitoring and evaluating of performance for both volunteers and paid staff.</p> <p>Experience of managing volunteers and the related policies and protocols.</p> <p>Experience of managing and monitoring budgets across a number of services and forecasting expenditure.</p> <p>Experience of home visiting and joint visits with other professionals.</p> <p>Experience of working with difficult to engage parents.</p>

	<p>Experience of managing complaints, compliments and incidents within a service, ensuring they are appropriately recorded, investigated and communicated.</p> <p>Experience of delivering parenting/RPC Interventions</p> <p>Knowledge and understanding of national agenda regarding policy initiatives in relation to RPC.</p> <p>Knowledge of child development and family systems.</p> <p>Knowledge of statutory tools, powers, and interventions.</p> <p>Knowledge and experience of working with family assessment and evaluation within children's services.</p>
SKILLS AND ABILITIES	<p>Excellent oral, written, IT communication and negotiation skills, with the ability to utilise these skills across a wide range of audiences and appropriate formats.</p> <p>The ability to work to tight deadlines with limited resources and prioritise workload effectively</p> <p>Ability to work with, lead and motivate a staff team across a large geographical area.</p> <p>Ability to develop and maintain effective working relationships, including the ability to work collaboratively with local organisations.</p> <p>Ability to operate a 'Customer first' culture, involve staff, volunteers and parents accessing the service in the implementation of strategic and operational plans.</p> <p>High level of practical analytical skills and understanding of data relating to practice to enable effective planning and delivery.</p> <p>Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day</p>
KNOWLEDGE	<p>A detailed knowledge of the value and experience of using evaluation systems and outcome tools to measure progress and encourage co-production.</p> <p>Understanding of child and adolescent development and parenting skills.</p> <p>Knowledge of Early Help and Prevention, and an understanding of relevant legislative and policy frameworks which impact on the service.</p> <p>Excellent knowledge and understanding of Safeguarding policies and procedures, in particular threshold management. Robust knowledge of Health and Safety and Data Protection legislation.</p> <p>Knowledge regarding the range of support currently available for Parents and carers in Kent and Medway and where to find it.</p> <p>Good knowledge of Project Management processes.</p> <p>Commitment to equalities and the promotion of diversity in all</p>

	aspects of working.
KENT VALUES AND CULTURAL ATTRIBUTES	<p>Commitment to developing and maintaining a high level of service to parents, partners and other stakeholders.</p> <p>A positive, self-motivated and enthusiastic attitude to work.</p> <p>Excellent presentation, communication, negotiation and influencing skills (written and verbal).</p> <p>The capacity to handle pressure and to be adaptable to changing or conflicting demands.</p> <p>The ability to identify solutions to problems and implement them.</p> <p>The ability to actively contribute ideas and suggestions that improve the quality of service</p> <p>Kent Values:</p> <p>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> <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 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</p>