

**Directorate:** Adult Social Care and Health  
**Unit/Section:** In-House Provision  
**Grade:** KR11  
**Responsible to:** Children's short break Service Manager

**Purpose of the Job:**

To lead and manage The Nest in its support to children and young people aged 13 – 18 years for up to 10 week placements, who will have a learning disability, behaviours that challenge and may be at risk of tier 4 admission in line with the Care Standards Act 2000, Children's Homes Regulations 2015 and Quality Standards

The Manager has a key role in facilitating and developing a range of services for disabled children and young people and will lead a team of staff in achieving this in partnership with all relevant internal and external partners

**Main duties and responsibilities:**

- Ensure that quality services are delivered to children and young people in line with recognised OFSTED frameworks, legislation and Positive Behavioural Support frameworks.
- Ensure that an up to date Statement of Purpose and Function, setting out the aims and objectives of The Nest, is available for all children, young people and their relatives and carers.
- Ensure that all children and young people who are admitted to the service have the appropriate and agreed admissions assessments (e.g. CeTR) which meets with the eligibility criteria and informs the care and support plan.
- Ensure that reviews of all support plans and PBS approaches to support children and young people are undertaken as required and recorded and agreed changes are communicated to all those involved and actioned by the appropriate staff.
- Ensure The Nest operates with in line with KCC financial procedures and allocated cash limit.
- Ensure recruitment is conducted in line with the Choosing with Care Process and staff are trained and competent in their role.
- Ensure that competent staff are in place to provide sufficient care and support to meet the children's and young peoples assessed needs by developing and maintaining an effective rota system
- Ensure staff receive, regular supervision and appropriate training to carry out their role.

- Ensure regular review and monitoring is undertaken to maintain quality standards and compliance with regulatory frameworks – this includes proactive relationships with key professionals to ensure continuity and partnership delivery for the young people who access The Nest.
- Ensuring the team are focussed on delivering best practice support, and that bespoke support plans and positive behaviour plans are in place so that we can demonstrate and show effective outcomes for the individuals accessing The Nest.

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.

<b>QUALIFICATIONS</b>	Level 5 Diploma in Leadership for Health, Social Care and children and young people's services or equivalent
<b>EXPERIENCE</b>	<p>Proven experience of first level management in residential care for Children and young people and / or adult services,</p> <p>Experience in working with regulators such as Ofsted and / or CQC</p> <p>Managing effective staff development and supervision practice</p> <p>Working as part of a multi-disciplinary team in providing care and support</p> <p>Managing risk assessment in a residential setting</p> <p>Using positive behaviour methods, and supporting children, young people who have behaviours that challenge</p>
<b>SKILLS AND ABILITIES</b>	<p>Ability to identify the needs of children and young people</p> <p>Ability to relate theory to practice</p> <p>Ability to lead and build a team</p> <p>Ability to supervise and develop staff</p> <p>Ability to communicate effectively at all levels</p> <p>Ability to coach/role model good practice</p> <p>Ability to produce accurate legible records</p> <p>Computer literate</p> <p>Excellent knowledge of functions of behaviour, positive behavioural support,</p>
<b>KNOWLEDGE</b>	<p>Good working knowledge of the Children Act 1989 and 2004</p> <p>Theory relating to child development and caring for children (disability/attachment)</p> <p>Thorough understanding of the Children's Homes Regulations 2015</p> <p>Thorough knowledge of Ofsted's inspection process and the Quality Standards</p> <p>Comprehensive understanding of Health &amp; Safety</p>

<b>BEHAVIOURS AND KENT VALUES</b>	<b>Kent Values:</b>  <b>Open</b>  <b>Invite Contribution and Challenge</b>  <b>Accountable</b>  Commitment to equalities and the promotion of diversity in all aspects of work.  If this document is being used for recruitment purposes, examples of Behaviours which support the Kent Values will need to be demonstrated within the context of this post.
---------------------------------------	--