

Job description

Job title:	Team Manager (Registered) Harbour
Grade:	Dorset Grade 13 + 4 LMs*
Job evaluation reference:	ES655
Job family:	Health & Social Care

Purpose and impact

Responsible for the management of 'The Harbour' Hub, a multi-agency partnership between the Local Authority, Police and Health. Responsible for a wide range of diverse placement options for the most complex, high risk young people including residential care and out of hour's provision. Also service delivery for Edge of Care, Activities and Bespoke placements for young people.

Key responsibilities

- Operation Management
 - Responsible for integrated management of hub placements, edge of care, activities, bespoke and 28 day strategy placements, including Unaccompanied Asylum Seeking Children when required
 - Ensure Team Plans are developed and delivered
 - Provide guidance and operational oversight as necessary outside normal office hours to support the robust prevention of children becoming unnecessarily looked after
 - To carry out duties, as required, under the Councils complaints, disciplinary and grievance procedure.
 - Ensuring planned and streamlined transitions across services
 - Ensure quality assurance and deliver against key performance targets
 - Manage the recruitment, training, service development and quality of the Harbour
 - Self-assess against standards, regulations and Ofsted inspection frameworks
 - Provide clear management, leadership and direction to the Harbour Hub using evidence-based models including Signs of Safety and Restorative Practice
 - Effectively deliver on and review the Hub's Statement of Purpose
- Communications
 - In collaboration with the Group Manager – Harbour, ensure there is an effective flow of information with the service, peers, senior leadership, Elected Members, Looked after Children's Groups, Multi- Agency partnerships and key government departments
 - Ensure services establish rapport and respectful, trusting relationships with children, young people, their families and carers
 - Enable young people to be involved in the development of services through consultation, participation and focus groups
 - Contribute to reducing the numbers of LAC and safely maintaining young people in their communities in a planned or an emergency basis
 - Ensure that the service provides effective, child friendly recording
- Partnership/corporate working
 - Support the development of multi-agency networks, ensuring the Harbour is kept at the forefront of strategic developments and partner's priorities





- Develop and maintain good working relationships with both internal colleagues and partners
 - Contribute to the delivery of an integrated service working to the Harbour culture and practice model
 - Work effectively and collaboratively with case holding Team Managers
 - Ensure interagency collaboration to deliver aspirational practice and creative education packages for complex young people
- Resource management
 - Provide clear oversight, management and prudent control of financial resources.
 - Support wider service targets through delivery of timely, flexible support 24/7 to meet fluctuating and at times intensive demand
 - Provide rigorous challenge to meet young people's care plan i.e. Finding and Matching Panel
 - Provide a training plan for the service, including induction, safeguarding, child protection and support a learning culture
 - Deliver a service in accommodation that is fit for purpose and meets the needs of complex young people
 - Forward plan to ensure resources are effectively managed and risks identified early
 - Ensure services meet need in relation to health, welfare and development and provide care based on evidenced based and aspirational practice
- Systems and information
 - Assist in the collation, analysis and reporting of key performance information and targets
 - Ensure there are robust effective systems in place that provide suitable evidence to Reg. 44, Ofsted and HMI inspectors
 - Ensure effective use of Children's System and business intelligence to review performance, set targets and develop improvement and action plans
- Safeguarding
 - Be responsible for promoting and safeguarding the welfare of young people
 - Lead on any safeguarding issues, complaints and any issues around whistleblowing including LADO investigations and reports to Ofsted
 - Ensure services are safeguarding compliant, making effective use of support services including legal, insurance and HR
 - Take lead responsibility for Health and Safety across the Hub

NB: The duties and responsibilities of this post are not restrictive and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

Reporting to: Residential Services Manager

Responsibility for: Manages a multidisciplinary team



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Other factors

I.e.: resources, safeguarding, working environment, financial responsibility, practicalities (weekend/night work required)

Our behaviours

Dorset Council has developed and embedded a set of behaviours that will form part of everything you do and you will need to be able to demonstrate them through the way you work, regardless of your role or grade within the organisation.

Full details can be found on the job website under [‘Working for Dorset Council’](#).



Person specification

Applicants will be shortlisted on the basis of demonstrating that they fulfil the following criteria in their application form and should include clear examples of how they meet these criteria. You will be assessed in some or all of the specific areas over the course of the selection process.

Essential

Essential criteria are the minimum requirement for the above post.

Qualifications/ training/registrations
Required by law, and/or essential to the performance of the role
1. Hold a final level professional qualification e.g. CQSW, CSS, DIPSW or equivalent
2. Level 5 Diploma in Leadership and Management for Residential Childcare or equivalent, as outlined in the 'Guide to the Children's Homes Regulations including the quality standards -April 2015' (or willingness to undertake it)
Experience
3. Substantial and relevant experience of working with complex young people and families
4. Experience of people and budget management
5. Experience of intra and inter-agency work
6. Experience of supervising a range of staff
7. Experience of project and change management
8. Experience of working with a range of colleagues and partners
Skills, abilities & knowledge
9. Knowledge of current philosophy in child care
10. Detailed knowledge of the Children's Homes Regulations and Safeguarding frameworks
11. Knowledge of the legal framework for working with children & families
12. Knowledge of current best practice in child placement services
13. Detailed awareness of current national developments for children and families
14. Understanding around the latest research and evidenced based interventions
15. Evidence of business acumen
16. An understanding of political and government policy drivers
17. Ability to demonstrate effective leadership and motivate teams
18. Ability to relate to and communicate positively with complex adolescents
19. Ability to effectively plan and manage dispersed services and resources
20. Ability to develop effective partnerships and deliver aspirational outcomes
21. Performance management with ability to plan, audit and evaluate
22. Ability to monitor services and practices to ensure agreed national standards are maintained and to intervene constructively when required
23. Ability to positively plan for and implement solution focused change to effectively improve services
24. Ability to lead service delivery to predict potential policy direction
25. Excellent organisation skills and ability to autonomously prioritise work
26. Ability to appropriately professionally challenge and be challenged
27. Strong commitment to Anti Discriminatory Practice
28. Excellent verbal, written, IT and presentation skills
29. Ability to understand complex performance information, complete detailed analysis and competently use information
30. Strong budget management skills



Behaviours
31. Responsibility
32. Respect
33. Recognition
34. One Team: Collaboration
Other
35. To be available and prepared to work evenings and weekend
36. Ability to meet the travel needs of the post.

Desirable

Desirable criteria will be used in the event of a large number of applicants meeting the minimum essential requirements.

Qualifications/ training/registrations
37. Degree level qualification
38. QCF Level 5 management qualification
Experience
39. Experience of collaborative, effective partnership working
40. Experience of presenting to a range of forums
41. Experience of working with data and academic evaluation
Skills, abilities & knowledge
42. Knowledge of relevant research
43. Excellent knowledge of Restorative Practice and Signs of Safety
44. Experience of working across different aspects of social work activity

*Where Labour Market Increments (LMI) apply these will be reviewed on a regular basis in line with the Labour Market Adjustment Scheme (LMAS).

Approval			
Manager		Date	March 2022

