

Job Description

Job Title: Senior Adviser Quality Assurance

POSCODE:

Grade: P5

Overall purpose of the job

To lead and manage a team of managers and advisers responsible for supporting quality assurance, continued professional development and support for vulnerable groups.

To drive the development of integrated practice through multi agency and partnerships with a view to achieving quality early years and childcare provision and improving outcomes for all with a focus on inclusion and school readiness.

To provide compliance with local and national policy, within a local context, with regard to Early Years and Childcare provision, EY SEND Support and improving outcomes.

To work collaboratively, and in partnership with other professionals to ensure a coordinated multi-agency approach that delivers quality early years and childcare places in Cambridgeshire.

Main accountabilities

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| 1. | <p>Lead and manage a county-wide team and develop flexible approaches to the deployment of resources.</p> <ul style="list-style-type: none"> • Strategically lead and manage the team • Design universal packages of support for providers that may income generate and fulfil the requirements of the Priority Areas • Develop and deliver an integrated approach between teams and in particular establish strong relationships to deliver aligned services • Promote and support the coordination of delivery of the local EY SEND offer, EY&C support offer and community activity. |
| 2. | <p>Ensure effective management and development of staff within the team so that staff receive the necessary support and guidance to enable them to deliver high quality services and support.</p> <ul style="list-style-type: none"> • Provide effective CPD to support team function and ways of working • Manage team of specialist experts in the area, providing vision, leadership and drive • Design and supervise local support programmes to ensure impact on county priorities • Manage performance of advisers and trainers and monitor and evaluate their impact • Ensure consistent high-quality training, support and challenge is provided cross local authority services • Deliver national and local initiatives and projects in line with government requirements. |
| 3. | <p>Drive the development of integrated practice for the benefit of children, young people and families.</p> <ul style="list-style-type: none"> • Lead, develop and supervise integrated working that impacts on standards • Lead a multi-agency approach to improvement, ensuring effective integrated and aligned working • Build and maintain effective partnerships with key stakeholders specifically Health, SEND Services, Schools Support Team, Early Help, Libraries, Education Investment Area and Best Start in Life |

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| 4. | <p>Develop and support networking between providers to improve best start in life outcomes for children, young people and families.</p> <ul style="list-style-type: none"> • Lead local area networks and ensure effective ways of working • Lead and support local area network priorities and CPD |
| 5. | <p>Lead a county wide specific service addressing the needs of children across the county and ensuring consistency of practice and opportunity for all.</p> <ul style="list-style-type: none"> • Strategically lead a county priority, such as support for vulnerable groups, EY Pupil Premium, EY SEN/D, HAF, wraparound support, early years childhood and education, Talking Together in Cambridgeshire, Best Start in Life, EY STEPS, 50 Things and home learning |
| 6. | Represent the County Council and develop effective relationships with key partners and stakeholders. |
| 7. | <p>Oversee the response of the team to complex, contentious or controversial issues and alert the Head of Service to critical issues so that appropriate advice can be sought and speedy, positive resolutions can be achieved.</p> <ul style="list-style-type: none"> • Establish and maintain effective relationships with providers, including times of conflict and challenge • Respond quickly and effectively to statutory issues as they emerge and ensure clear and effective communication and action is put in place |
| 8. | Demonstrate an awareness and understanding of equality, diversity and inclusion. |
| 9. | Ability to contribute to our commitment of becoming a Net Zero organisation by 2030. |
| 10. | <p>Safeguarding commitment</p> <p>We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.</p> |