

## Job Description

Job Title: Fostering Reviewing Officer

POSCODE:

Grade: P1

### Overall purpose of the job

The Fostering Reviewing Officer provides an independent view within the Fostering Service. Working as part of The Quality Assurance function within the service, the reviewing officer will offer their objective view to evaluate the quality of practice both in respect of the foster carers and the fostering service as a whole.

### Main accountabilities

Please list the accountabilities in descending order of priority. Please include 6-9 accountabilities.

	Main accountabilities
1.	The role includes the organisation and chairing of the foster carer's annual review meeting as required by the fostering regulations.
2.	To rigorously assess foster carer's capability to meet the needs of children in foster care, incorporating their wishes and feelings, as well as feedback from other professionals.
3.	Develop positive relationships with the fostering team, to promote and implement the review process. Promote best practice and support the service and colleagues in implementing changes to practice when necessary.
4.	Carry out discussions and investigations where there have been allegations or issues around standards of care. Provide analysis and recommendations that promote good practice. Also to consider ongoing suitability of foster carers.
5.	Contribute to the analytical reporting to the Head of Service, identifying examples of excellent or poor practice, themes and trends, feedback on children's views and suggestions for development, change to practice, or policies and procedures.

6.	Contribute on the development and maintenance of overall quality assurance systems within the service. Provide oversight on the health and wellbeing of the service and to monitor and raise any risks areas, such as recruitment and retention issues.
7.	Demonstrate an awareness and understanding of equality, diversity and inclusion.

**Safeguarding commitment** *(Include for roles involving work with children/vulnerable adults)*

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.

## Person Specification

### Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
Degree in Social Work (or equivalent)	Social Work	E
Registered with SWE		E
Significant post qualifying experience, including experience in family placement work.		E

Minimum levels of knowledge, skills and experience required for this job

Identify	Describe	Essential/ Desirable
<b>Knowledge</b>		
Legislation and regulatory frameworks	Good working knowledge of the fostering regulations, children act and fostering national minimum standards	E
Practice and Policy	In depth knowledge of policies and practice related to fostering. Both within the organisation and as part of good practice guidance. Ability to advise and where necessary, challenge the Fostering Service around practice matters.	E
Systems implementation and management	Experience in managing significant caseloads Ability to use Microsoft and internal systems to record and produce reports	D

Skills		
Communication	Proven ability to communicate effectively at all levels both verbally and in writing and through all mediums. Ability to engage in challenging, yet constructive dialogue with managers and practitioners within the service, to improve quality. IT proficient	E
Supervision and support	Ability to provide quality reports with clear analysis and recommendations to carry forward. Understanding the need to challenge where appropriate and to escalate concerns.	E
Service compliance, and delivering change	Proven ability to develop service compliance and promote good practice. Ability to recognise poor practice and raise with managers, with the view of supporting positive change	E
Ability to challenge and make decisions	Ability to take an objective and dispassionate overview and challenge poor practice. Ability to make difficult decisions and liaise with colleagues and partners effectively to maintain professional relationships and develop a learning culture for the service.	E
Experience		
Partnership working	Proven experience of inter-agency multidisciplinary work. Experience of working across organisations and building strong relationships with all stakeholders.	E
Supervisory Duties	No formal line management experience is required in this role.	D
Quality Assurance	Experience of working within a Quality Assurance framework, which supports best practice and challenges poor practice. Ability to demonstrate an understanding of the National Minimum Standards and other associated legislation.	E
Equality, Diversity and Inclusion (applies to all roles).	Ability to demonstrate awareness and understanding of equality, diversity and inclusion and how this applies to this role.	
<b>Safeguarding</b> (include for roles working with children/vulnerable adults)	Demonstrate an understanding of the safe working practices that apply to this role. Ability to work in a way that promotes the safety and wellbeing of children and young people/vulnerable adults.	

### Disclosure level

What disclosure level is required for this post?	None	Standard
	Enhanced X	Enhanced with barred list checks

### Work type

What work type does this role fit into? (tick one box that reflects the main work type, the default work type is hybrid)	Fixed	Hybrid X	Field	Remote	Mobile
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