**Job Description**

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| Job Title: Education Advisor |
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| Grade: P2 |

**Overall purpose of the job**

**To make a positive contribution to educational outcomes for children who have or have had a social worker. There is currently a significant gap between children who have or have had a social worker and all Cambridgeshire children.**

**This role seeks to minimise and reduce that gap by:**

* Providing high quality support and challenge to schools, settings and other education providers in relation to children who have or have had a social worker, to ensure school leadership, culture and curriculum design promotes high quality educational experiences and outcomes
* Actively participate in approaches which specifically impact on provision for children who have or have had a social worker from 0-18 years, through child and/or school level targeted support
* Working in partnership with the networks of professionals around children and schools including colleagues within the education and social care directorates, carers and partners beyond the local authority
* Contributing to the County Council’s effective delivery of its statutory and associated obligations in relation to care experienced children

# Main accountabilities

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

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|  | **Main accountabilities** |
|  | **Service Delivery**  Act as the link education adviser for a group of schools, settings or individual pupils to ensure access and inclusion and empower the designated teacher to maximise educational outcomes for Cambridgeshire children in care. Ensure strategic priorities are translated into practical support which promote and sustain school improvement with particular reference to the needs of children who have or have had a social worker.  Deliver bespoke support for LA maintained schools, academies and other providers at both school and child level.  Be able to demonstrate the impact of provision on improved outcomes for children and young people, as defined by Cambridgeshire Virtual School development plans and Local Authority performance indicators and take appropriate action where necessary.  Ensure that statutory requirements, including the completion of Personal Education Plans (PEPs) and the allocation of the Pupil Premium Plus (PP+) budget, are met, are of a high quality and comply with service expectations.  Undertake analysis and scrutiny of data and use this to guide interventions and discussions in response.  Work within an area of the Virtual School to ensure that strategic priorities are translated into practical support which help to promote and sustain school improvement.  Carry out duties in the absence of other staff for a time limited period, to ensure the smooth operation of the Virtual School.  Attend service staff meetings, training days and other Virtual School activities as directed.  Participate in regular supervision sessions with line manager and fully engage with the performance management process. |
|  | **Partnership Working**  Help with the design and preparation of professional development opportunities.  Develop and deliver training to key partners including schools and social care to impact culture, policy and practice, with specific reference to children who have or have had a social worker.  Evaluate the impact of professional development opportunities and, where necessary, identify and take appropriate actions.  Ensure that the design and preparation of professional development opportunities are in line with local and national priorities, extend and enhance the skills, confidence and competencies of attendees and are suitably evaluated.  Support schools and settings to promote a positive culture in which care experienced children are enabled to thrive through the use of advisory visits, professional meetings and the production of supporting reference materials and guidance.  Work with the relevant key partners (including those within and beyond the LA), empowering them to:   * To ensure that education is a priority, for Cambridgeshire children in care, wherever they are placed. * To ensure the pupil has access to the appropriate services within and beyond the LA and that to ensure individual needs are met. * To target support where needed and manage resources accordingly. * To minimise drift and promote best practice. |
|  | **Strategy and Development**  Provide support in the development and delivery of improvement planning which focusses on the promotion of educational outcomes for children who have or have had a social worker, including those identified by key partners within and beyond the LA as being in need of support.  Maintain an understanding of published research, the work of other virtual schools and current government direction regarding the education of children who have or have had a social worker.  To draw on and contribute to the development and implementation of relevant strategies and plans including the Virtual School five-year development plan and other LA strategic plans.  Make a significant contribution to the wider work of the Virtual School by undertaking an additional area of responsibility, including annual development planning, to support the Virtual School’s wider development.  Plan, implement and evaluate project work within Cambridgeshire County Council through attendance at relevant meetings, researching items, undertaking allocated tasks, implementation of any changes to practice because of the project and evaluating impact.  Work to empower all professionals to promote the education for children who have or have had a social worker.  Interrogate the data management dashboards to identify trends and patterns, enabling proactive and preventative interventions. |
|  | **Complex Casework**  Support the entitlement of Cambridgeshire children in care, in line with current statutory guidance and Virtual School systems and processes, offering advice to social care partners, carers and schools and settings, particularly those who have had limited recent experience of children in care.  To support the resolution of difficult and complex situations at both child and school level. This may include attendance at professionals’ meetings or signposting to the relevant professional or service.  Make use of appropriate mechanisms and pathways to access escalation where the need arises.  Offer high quality, specialist advice and support that is evidence based and designed to address the needs of children and young people, schools, settings and providers.  Review and measure the effectiveness and impact of casework against frameworks, tools and data. |
| 5. | To demonstrate awareness/understanding of equal opportunities and other people’s behavioural, physical, social and welfare needs. |

**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.