



## Job Description

Job Title: Strengthening Families Team Manager

POSCODE: 2827

Grade: L

### Overall Purpose of Role

To provide effective leadership of a co-located multi-agency team providing early intervention services for children 0 - 19, families and communities

To ensure that integrated practice and partnership working is embedded to improve outcomes for local people and communities.

To develop relationships with other NCT Area Staff, in conjunction with our Partners' staff to build an understanding of community need and influence the provision of required services in a particular area that will reduce demand and support the Early Help Strategy.

### Main Accountabilities

1	To co-ordinate a team of multi-agency staff in delivering early support services to children 0 - 19, and their families in a defined community. To act as a line manager to multidisciplinary team members employed by Northamptonshire Children's Trust, and to coordinate team activity and caseload management with other team members directly employed by other partner organisations. To ensure appropriate support and training is provided to all staff.
2	To lead the team's response to the identified needs of local settings, schools and communities in relation to children 0 - 19 in a defined community, including the development of partnership agreements and a programme of evidenced based group work interventions.
3	To ensure that staff with professional responsibility receive professional support and supervision from appropriate sources through effective co-ordination of management responsibilities.
4	To respond to the demands of external monitoring and inspection. To have accountability for target setting and monitoring the performance of the team in relation to key local indicators and measures and government policies.
5	To oversee, review and quality assure action plans and allocate risk management approaches for all cases managed by the Early Help Teams, and to ensure that effective processes for communication, recording and task allocation are in place within the team.
6	To ensure that integrated practice, including 'Team Around the Family' processes, use of the Early Help assessment (EHA), Thresholds and Pathways and the role of the lead professional are central to the activity of the team. To ensure that the team

	employs a rigorous approach to information recording and adheres to information sharing protocols and responds to the demands of internal performance management and external monitoring and inspection.
7	To work with the commissioning manager in the commissioning of local services with particular reference to local assessment of need, identifying gaps in provision and any longer term trends.
8	To ensure that safeguarding of children and families is delivered in accordance with local policies and protocols. To ensure the team's adherence to partnership agreements between agencies, partners and other teams
9	Demonstrate awareness/understanding of equal opportunities both in relation to service delivery and development, as other people's behavioural, physical, social and welfare needs.
10	Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with the policies and procedures relating to health and safety within the department.
11	Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the postholder.

**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 needed for this post

Qualifications Required	Subject	Essential/Desirable
	Degree or equivalent professional qualification. This post requires satisfactory Disclosure and Barring Service (DBS) disclosure :	Essential
	Leadership and Management qualification.	Desirable

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

Identify	Details	Essential/Desirable
<b>Experience &amp; Knowledge:</b>	Understanding of current legislation and safeguarding procedures in relation to children and young people.	

	Awareness of the wide range of partners delivering children, young people and family services. Significant experience of working in an integrated way with children, young people and family services.	Essential
	Experience of supporting and developing community capacity. Experience of working with a range of voluntary and third sector organisations.	Essential
	Proven experience of managing and supervising staff.	Essential
	Knowledge of the requirements of service provisions for children, young people and their families.	Desirable
	Knowledge of practices and procedures of the local authority and its partners.	Desirable
	Working with complex financial and statistical data.	Desirable
<b>Ability &amp; Skills</b>		
	Ability to lead, manage, motivate and develop a team of staff employed by the Authority and partner organisations. Ability to manage and co-ordinate the work of a range of staff employed by the Authority and partner organisations.	Essential
	Ability to build effective relationships with colleagues and a range of external partners. Effective communication skills.	Essential
	Ability to analyse performance data and set targets.	Essential
	Ability to work with children and their parents/carers with tact and sensitivity.	Essential
	Prioritise own and other's workloads, including effective case management. Challenge unsatisfactory performance in a range of settings	Essential
	Budget management skills. Ability to meet the travel requirements of the job. High levels of inter-personal skills.	Essential
<b>Equal opportunities</b>	Ability to demonstrate awareness/understanding of equal opportunities and other people's	Essential

	behaviour, physical, social and welfare needs	
<b>Safeguarding</b> <i>(include for roles working with children/vulnerable adults)</i>	Demonstrate an understanding of the safe working practices that apply to this role.	Essential
	Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	Essential

Disclosure level	
What DBS Level is required for this post?	
None	<input type="checkbox"/>
Standard	<input type="checkbox"/>
Enhanced Child Only	<input type="checkbox"/>
Enhanced Child/Adult Bar	<input checked="" type="checkbox"/>
Working Arrangements	
What work type does this role fit into? (tick one box that reflects the main work type, the default workers type is flexible)	
Fixed	<input type="checkbox"/>
Flexible	<input checked="" type="checkbox"/>
Field	<input type="checkbox"/>
Home	<input type="checkbox"/>