**PERSON SPECIFICATION**

**Post Title: Independent Chair, Safeguarding and Quality Assurance Service**

**Directorate:** DIRECTORATE OF CHILDREN'S SERVICES

**Portfolio/Service Area:** Early Help & Partnerships

**Scale/Grade:** PO3 (plus 2 additional increments for market forces and retention payment)

**QUALIFICATIONS / TRAINING:**

It is **essential** that the post holder has/is:

• A recognised relevant professional qualification, such as CQSW, Diploma in Social Work or Degree in Social Work;

• Is registered as a Social Worker with SW England

It is **desirable** that the post holder has/is:

• A management qualification or recent management training experience

• A further higher academic award in a related area (e.g. child studies, child protection).

**EXPERIENCE / KNOWLEDGE:**

It is **essential** that the post holder has/is

• Proven management experience in Children's Social Care or a related agency.

• Substantial experience of working with the relevant service user group, including assessment and analysis of risk and formulating and implementing SMART plans for

children and young people.

• Experience of working directly with children and young people and ensuring that their lived experience is understood and their views are sought, listened to and influence decision making.

• Significant experience of SMART planning for children and young people

• Significant experience of chairing complex, emotionally charged, multi-agency meetings.

• A thorough understanding and working knowledge of relevant legislation, statutory guidance and current research, as well as best practice.

• Experience of quality assuring individual practice and of identifying wider trends and patterns and areas for development.

• Experience of multi-agency working and of the roles and responsibilities of key partner agencies, i.e. health, education, probation and police.

• An up to date knowledge of the current key issues in planning for Looked After Children

(LAC) and safeguarding children and young people.

• Knowledge and understanding of meeting the individual and diverse needs of children and young people.

• A knowledge base from which to provide expert advice and guidance to Social Workers and Team Managers who are dealing with highly complex situations.

• An understanding of when to escalate concerns about a plan, or the implementation of a plan, for children or young person to a senior level or when to seek independent legal

advice.

It is **desirable** that the postholder has/is:

• An understanding of the design and use of management information systems;

• Knowledge of various quality assurance methods;

• Experience in setting goals and meeting objectives;

• Experience of having contributed to the corporate management of a service;

• Experience of training staff

**SKILLS AND ABILITIES:**

It is **essential** that the post holder has/is:

• The skills to effectively chair large, complex and emotionally charged meetings and achieve clearly defined outcomes, with SMART decisions and recommendations.

• The skills to

• Good communication skills, in particular the ability to communicate with children and young people in a meaningful way to ensure their maximum participation, according to age and abilities.

• The ability to communicate effectively with staff across agencies and at a range of levels of seniority. The authority and confidence to constructively challenge operational staff, including managers, when appropriate and to positively influence outcomes for children and young people.

• The skills to establish effective networks internally and externally

• Good organisational skills

• The ability to contribute to the development of quality assurance processes.

• The ability to maximise the use of information technology.

• The ability to keep effective records;

• Skills in negotiation and achieving progress towards desirable outcomes for young people and their families.

**ADDITIONAL FACTORS:**

It is **essential** that the postholder has/is:

• Registered with SW England

• A commitment to equal opportunities principles and policies and to work positively to promote anti-oppressive practice;

• A commitment to working in partnership with service users and carers, ensuring their involvement in decision making wherever possible;

• A commitment to quality and excellence.

• A commitment to continuous professional development and maintaining an expert knowledge base.

**Prepared by: Adrienne Plunkett Date: 18 August 2014. ()updated April 2020)**

**DChS/CQ-DJC616-PS**

3