

**SOUTHEND ON SEA CITY COUNCIL ROLE PROFILE**

**DEPARTMENT FOR CHILDREN AND PUBLIC HEALTH**

**PART A: JOB DESCRIPTION**

Job Title & Team	Head of Corporate Parenting
Reports To	Director of Childrens Social Work, Early Help and Youth Support
Responsible For	Children in Care, Allan Cole Centre (Contact Centre), Fostering, Adoption and Leaving Care
Level	13
Main Purpose of the Job	<ul style="list-style-type: none"> <li>To be wholly responsible for delivering strong and effective social work and corporate parenting services to children and families across Southend.</li> <li>Strategic Management of the Allan Cole Centre (Contact Centre) to ensure effective family time for children in care</li> </ul>
Key Responsibilities	<ul style="list-style-type: none"> <li>To be fully responsible for the development and maintenance of specific services that ensure that the needs of all children who may suffer significant harm are investigated and responded to</li> <li>To collaborate with other Heads of Service but to take full responsibility for the outcomes of this role within their defined area</li> <li>To ensure that the social, emotional and educational needs of all children in care and care leavers are met effectively and improved outcomes for Looked After Children and Care Leavers are delivered</li> <li>To be the lead in ensuring effective multi-agency and partnership working takes place to protect children</li> <li>Within the designated area and employing interventions agreed with the Director of Children's Services, to ensure that the Authority fulfils its legal, regulatory and national minimum standard requirements and its own objectives in relation to meeting the needs of particular individuals and groups of children, young people and their families.</li> <li>To be strategic lead for Looked After Children, Care Leavers, Unaccompanied Asylum Seeking Children and driving forward permanency arrangements and Corporate Parenting arrangements.</li> <li>To be responsible for recruiting and delivering fostering and adoption services, including the development of the Regional Adoption Agency and be able to deputise as necessary for the Director of Early Help and Children's Social Care and be able to undertake the function of Agency Decision Maker in decision making for children</li> </ul>

A = Application form  
R = References

C = Certificates    I = interview  
S = selection test

	<ul style="list-style-type: none"> <li>• Ensuring high quality social work practice that engages with children and families in a persistent and non-judgemental way</li> <li>• Ensuring that appropriate strategies are in place to deliver improvement in relation to the agreed national and local indicators and to monitor their effectiveness</li> <li>• Setting high expectations and support and challenge all relevant staff</li> <li>• Ensuring consistency in the delivery of services including the commissioned interventions</li> <li>• Enabling those children and young people who face barriers to participation to successfully overcome them</li> </ul> <p>To take full responsibility for the provision of services to children in care by:</p> <ul style="list-style-type: none"> <li>• Providing high quality leadership ensuring the very highest professional practice</li> <li>• Ensuring that quality, efficacy, and the value for money of internal and externally commissioned services are evaluated and continuously improved</li> <li>• Exercising management, leadership and control of the budget, human resources and specialist functions across all services within the designated area</li> </ul> <p>To be fully accountable for the outcomes of services by:</p> <ul style="list-style-type: none"> <li>• Ensuring the very highest professional practice</li> <li>• Maintaining robust monitoring and risk assessment systems</li> <li>• Supporting the Director of Early Help and Children’s Social Care and others to judge the impact of interventions and make appropriate adjustments to future provision</li> <li>• Contributing to high quality reports and working closely with Corporate Parenting Panel</li> </ul>
<p>Responsibility for Resources</p>	<p>Responsible for monitoring and agreeing the Children’s Placements Budget</p>
<p>Standard Phrases</p>	<p>Contribute to the Council’s Southend 2050 ambition and outcomes</p> <p>Contribute to the Council’s Corporate Plan and adhere to the Council’s Values and Behaviours.</p> <p>Contribute to the Council’s success by accepting new tasks, helping team members, learning new skills, and striving to improve personal and team results.</p> <p>Be familiar with Equal Opportunities good practice and with the Council’s requirements for Diversity and to implement this in all aspects of working.</p> <p>Promote and work in line with the principles of the Data Protection Act and GDPR.</p>

	<p>This job description does not form part of your contract of employment</p>
Disclosure & Barring Service	<p><b>This role requires an Enhanced Disclosure &amp; Barring Service Check for the Childrens workforce, with a check against the barred list</b></p>

## PART B: PERSON SPECIFICATION

Attributes	Activity	Essential or Desirable	How evidenced
Qualifications or membership to a Registered Body	<ul style="list-style-type: none"> <li>• <i>Social Work Degree</i></li> <li>• <i>Registration with Social Work England</i></li> </ul>	E E	A I
Knowledge, Experience Skills and Abilities	<ul style="list-style-type: none"> <li>• Expert knowledge of working with vulnerable children and young people and relevant legislation.</li> <li>• Significant expertise in effective strategies for reducing social exclusion, anti social behaviour and other at risk issues</li> <li>• Excellent understanding of the political context and environment of local government.</li> <li>• Significant expertise in partnership working at a senior level</li> <li>• Significant, long term experience in successfully driving service improvement</li> <li>• Management Qualification</li> <li>• Specialist knowledge and substantial experience of managing local delivery teams</li> <li>• Significant experience of and outstanding success in high level leadership</li> </ul>	E  E  E  E  E  D E  D	A I  A I  A I  A I  A A I  A I A I  A I
Behaviours	<p><b>Driving Positive Change</b> - has a future focused approach that can easily respond to different and changing demands. Possesses a positive attitude so that they may adapt to the pace of change. Embraces new technologies and new ideas.</p> <p><b>Trust and Respect</b> - creates mutual trust and remove barriers to help develop a highly collaborative and respectful team. Values feedback and respectfully listens to other people's opinions.</p> <p><b>Strong Leadership</b> - Leads by example, and through their behaviours and positive professional approach to work. Encourages team motivation and achievements. They actively challenge bad behaviour, respect</p>	E  E  E	

	<p>other people's views, and are open, transparent and supportive.</p> <p><b>Acting with integrity and behaving responsibly</b> - Takes ownership of their work, responsibility for their actions and decisions and accountable for their performance and development.</p> <p>Acting with integrity and behaving responsibly is key to ensure the Council and its employees achieving an excellent reputation with residents, partners and businesses.</p> <p><b>Building relationships to work well together</b> - Works to reach common goals; sharing information, supporting colleagues, welcoming feedback, building good relationships and partnerships to improve productivity and effectiveness. Applies an inclusive approach to staff, customers, residents and the community as a whole to deliver efficient and effective services</p>	<p>E</p> <p>E</p>	
<p>Additional Information for example physical skills or working environment</p>	<p>Ability to be mobile around the City</p>		