

ROYAL BOROUGH OF GREENWICH

JOB DESCRIPTION

DEPARTMENT Children's Services POSTHOLDER

SECTION Permanence Service GRADE PO4 Indicative

**POST DESIGNATION: Practice Supervisor - Adolescent Assessment Resource
and Residential Centre (AARRC)**

Role:

To work under the leadership of the AARRC Deputy Manager and be responsible for the line management and supervision of 5 AARRC practitioners who are responsible for delivering care and support to children and young people residing at the AARRC as well as with children and young people (through outreach) to facilitate reunification or to prevent family breakdown.

To ensure that the children and young people at the AARRC are happy, healthy and safe from harm, feel loved and are able to develop, thrive and fulfil their potential. Post-holders will foster positive relationships, encourage strong bonds between children and staff at the AARRC on the basis of shared daily life and jointly undertaken activities, domestic and non-domestic routines and within established boundaries of acceptable behaviour.

Responsible for up to 5 staff

Main Duties:

- 1) To provide leadership and high-quality reflective supervision for AARRC practitioners prioritising and allocating face to face interventions for children, young people and families who may display challenging behaviour and have significant and complex needs.
- 2) To undertake a lead role in ensuring the care and welfare of all service users at the AARRC, lead shifts and ensure that effective handovers take place putting children and young people at the centre.
- 3) Share responsibility for creating and maintaining a homely, child-centred and purposeful environment and routine where children are nurtured, protected and valued, ensuring that staff actively participate with young people in the day-to-day routines of the AARRC.
- 4) To support the Deputy Manager and AARRC Registered Manager with the deployment of staff either within the AARRC's Home or as part of the Centre's outreach offer.
- 5) To work flexibly to meet the demands of the service and the needs of children, young people and families including evening and weekend shift working as required.
- 6) To ensure that AARRC practitioners undertake face to face interventions in the AARRC and within the community as part of the outreach services.

- 7) To ensure that children and young people are properly supervised and safeguarded, and that staff are aware of and execute their safeguarding duties.
- 8) To take immediate managerial action if the welfare or safety of the children is at risk and to act on information concerning such matters, reporting to the Registered Manager as appropriate.
- 9) To work alongside AARRC clinicians to support the embedding of systemic practice and evidence-based interventions into the practice of the AARRC Practitioners.
- 10) To support the development of a culture of continuous learning and support AARRC practitioners to improve practice and address their learning and development needs.
- 11) To take a lead role in ensuring that staff are informed about best practice initiatives and understand the expectations, opportunities and requirements with regards to the AARRC's work and ambition of continuous improvement.
- 12) Where required, to plan, deliver and evaluate training to a range of professionals to promote the work of the AARRC.
- 13) To act as the 'expert' practitioner within the service providing advice, guidance, support, coaching and mentoring to members of staff based at the AARRC.
- 14) To communicate effectively with children, young people and families accessing the AARRC.
- 15) To carry out thorough assessments designed to identify children and young people's strengths, needs, and suitable placement provision thus maximising their chances of achieving placement stability, remaining with or being reunified with their families.
- 16) To work closely with other Children's Services staff to advocate for children and young people and contribute to statutory assessments including LAC Reviews, Placement Plans, Care Plans, Personal Education Plans, Child and Family Assessments, Child in Need and Child Protection plans, as appropriate.
- 17) To attend reviews, court hearings and other related fora and to represent the AARRC professionally as required.
- 18) To oversee the content of written reports and assessments that may be used as part of statutory processes and/or decision-making including for Court.
- 19) To work collaboratively with other parts of the Permanence Service and others on the identification of need, risk, development and delivery of care packages to meet the needs of young people.
- 20) To ensure that incidents and accidents are recorded, and where appropriate, reported and escalated in line with the AARRC's policies and procedures.
- 21) To promote working in partnership with parents/carers, social workers, clinicians and key professionals that enhance support for children and young people and improve their outcomes whilst ensuring equality of opportunity and anti-discriminatory and anti-oppressive practice.
- 22) To act as a positive role model and represent the AARRC at professionals' meetings.
- 23) To demonstrate the expected standards of practice to staff including behaviour management and boundary setting.
- 24) To maintain a safe and secure environment complying with Health and Safety and other legal requirements.
- 25) To contribute to risk assessments and health and safety requirements for the home, outings, activities and trips.
- 26) To ensure the home helps children and young people to make measureable progress towards achieving their educational potential by supporting their learning and development, understanding any barriers to their learning and promoting the importance and value of education and training.

- 27) To ensure the AARRC promotes the importance of a healthy lifestyle and encourage and support children and young people to attend all relevant health related appointments.
- 28) To promote contact and welcome parents / carers within agreed boundaries and to work collaboratively with them including outreach.
- 29) To ensure that staff complete case files and recording in the agreed way and to an adequate standard and to monitor staff's report writing as required, ensuring that reports are of an acceptable standard and meet agreed timelines.
- 30) To collate and submit management and performance information as required in line with the AARRC's overarching aims to support evaluation as part of the 'proof of concept'.
- 31) To undertake employee investigations and appeals in line with Council policies and procedures.
- 32) Where necessary and as required to participate in a 24/7 shift rota.
- 33) To undertake any other work appropriate to the level and general nature of the post's duties
- 34) To undertake all duties with due regard to the provisions of health and safety regulations and legislation, the Council's Equal Opportunities and Customer Care policies, Information Governance and the New Technology agreement.

Designation of the Post to which the Post-holder normally reports to:
AARRC Deputy Manager

Person Specification

Job Title	AARRC Practice Supervisor
Grade	P04
Service/Section	Permanence Service
Directorate	Children's Services

Method of Assessment: AF= Application Form, T = Test, P = Presentation, I = Interview
Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	Method of Assessment	Essential/ Desirable
Knowledge and Qualifications		
- A recognised professional qualification in relation to working with children, young people and families and evidence of continuing professional development.	AF	E
- Knowledge of the Children Act 1989 and the Quality Standards and Regulations for Children's Homes and an understanding of Health and Safety and Equal Opportunity issues and a commitment to promote the Council's policy in relation to the duties of the post	AF	E

Experience		
<ul style="list-style-type: none"> - Substantial experience of working with children, young people and families including experience of using evidence-based practice including (but not limited to) systemic practice and restorative approaches. - 	AF	E
Skills and Abilities		
<ul style="list-style-type: none"> - Proven ability to supervise, support and develop staff. - Ability to summarise, analyse and evaluate complex information into reports with highly effective verbal, written and presentation skills - The ability to and successful experience of developing and sustaining positive working relationships with internal staff, wider partners and stakeholders. - Able to lead and participate in a range of activities with the young people, including outings and holidays away from the home - Proven ability in providing a service that actively promotes anti-discriminatory and anti-oppressive practice - Effective budgeting and control of medicines 	AF/I	E
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Equal Opportunities		
Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	AF/I	E