

ROYAL BOROUGH OF GREENWICH

JOB DESCRIPTION

DEPARTMENT **Children's Services** **POSTHOLDER**

SECTION **Projects and Partnerships (Quality Improvement)**

POST DESIGNATION : Partnerships Manager

Grade: PO6

Reporting to: Head of Projects and Partnerships

Job purpose

- Lead on developing and implementing the arrangements for the Greenwich Safeguarding Children Partnership to effectively discharge its statutory function and support the Children and Young People's Partnership Board to deliver its priorities.
- Support the Strategic Leadership Group of the Greenwich Safeguarding Children Partnership to discharge of their duties.
- Manage the day-to-day running of the Partnerships team, including staff development
- Provide a point of contact for the Greenwich Safeguarding Children Partnership and Children and Young People's Partnership

To be responsible for

- I. Supporting the Greenwich Safeguarding Children Partnership to effectively discharge its statutory function to safeguard children and promote their welfare including

- responsibility for the annual review, all business planning functions as well as the delivery of a comprehensive multi-agency training programme
- 2. Supporting the Children and Young People's Partnership Board to develop and deliver its priorities
- 3. Supporting the development of business planning and performance management arrangements across the partnership
- 4. Line management responsibility for the Partnership Business Unit
- 5. Proactively support the GSCP in its work with organisations, service users and the wider community in relation to safeguarding children.

Manages up to 6 directly managed staff.

Main Duties:

1. Be accountable to the Strategic Leadership Group and Independent Chair for the effective delivery and management of the Greenwich Safeguarding Children Partnership's statutory safeguarding functions including Strategic Leadership meeting, working groups, and reference groups.
2. Responsible for the development, delivery and review of the GSCP agency training programme
3. Co-ordinate the delivery of multi-agency priorities, including the work of the GSCP and Children and Young People Partnership, ensuring alignment with other Greenwich strategic partnerships/ planning arrangements operating within the borough – including the Adult Safeguarding Board, Community Safety Partnerships and the Health and Wellbeing Board.
4. Building effective working relationships between partner agencies and stakeholders within the borough and at a regional level.
5. Lead the delivery of a range of projects supporting the delivery of multi-agency priorities
6. Support the development and delivery of the multi-agency training programme and ensure its impact on local safeguarding children arrangements is captured and reported
7. Line management of Partnership Business Unit including supporting the development of staff
8. Provide advice, guidance and support to members of the Greenwich Safeguarding Children Partnership and Strategic Leadership Group and Independent Chair as well as partner agencies to enable effective multi-agency safeguarding
9. Support the development and of the annual report from the Greenwich Safeguarding Children Partnership.
10. To support the development of effective liaison and information sharing in relation to the work of the GSCP between and with partner agencies and voluntary, community organisations, service users and members of the local community.
11. Promote the work of the GSCP and Children and Young People's Partnership amongst staff within partner agencies
12. Support the management of communications including website contents and newsletters
13. Support the development and promotion of multi-agency policy and procedures.

- 14. Supporting the embedding of the voices of children and young people on the work of the GSCP and CYPP Board
- 15. Contribute to responding to any complaints as required
- 16. Undertake any other duties commensurate with the job role.