

Job Description

Job Title	Team Leader - Family Group Conferencing
Grade	PO8
Reporting To	Team Manager
JD Ref	PC0110P

Purpose

To be responsible for the co-ordination, management, delivery, and effectiveness of a Family Group Conferencing Team. The team will be part of a wider service providing intensive support to children, young people, and their families to ensure levels of risk are de-escalated as soon as possible. To work collectively with colleagues across Early Help & Prevention Services and Children's Social Care. to ensure: children and young people are safer; the daily-lived experience of children and young people gets better; outcomes for children and young people improve; and wherever possible, family breakdown is prevented.

Main Duties And Responsibilities

Behavioural:

- Enjoy, achieve, create impact, and thrive in the role and organisation.
- Live our values and leadership behaviours in the role and organisation.
- Act as a professional role model to others; working with commitment, passion and enthusiasm.

Team Leadership and Management:

- Provide strong leadership, strengthening engagement, growth, culture, innovation, collaboration and performance.
- Assign responsibilities, setting clear expectations, and deliverables to team members and empower them to excel in their roles.
- Through continuous improvement strengthen the tools, practices and impact of the service.
- Assist the Team Manager in the recruitment, selection, induction, on-going support and managerial supervision of Family Group Conferencing Co-ordinators.
- Contribute towards service improvements.
- Ensure that practice standards are met in all cases and that professional development is valued creating a dynamic and well-supported workforce.

Communication, Engagement and Training:

- Ensure the child is at the centre of all work undertaken.

- Work in partnership with agencies and professionals who deal with children and young people's emotional well-being, particularly advocacy services. It may be necessary for the Team Leader to identify adult advocacy, translators, or other specialist support where there is identified need.
- Collaborate with colleagues and partners to deliver Family Group Conferences and Family Mediation which is focused on improving the child's experience and the parent's and family's ability to meet the needs of the child.
- Ensure Family Group Conferencing Co-ordinators are engaged in planned sessions which enable positive change in parenting ability, increase the likelihood of children remaining with their families and/or preserve vital relationships.
- Ensure that practitioners receive the correct training to embed the Supporting Families Enhancing Futures model and adopt a trauma informed approach to practice.

Data Analysis and Decision-Making:

- Produce reports on the service and developments including regular statistical data and case studies.
- Ensure clear and concise recording of all case work within the team, undertaking regular dip-sampling and auditing.
- Produce an annual team plan, which is aligned to the strategic and developmental needs of the service.

Performance Management:

- Maintain and provide performance management data. This includes reporting against targets, outcomes and achievement for the team.
- Undertake personal and professional supervision and comply with the Council's Performance Appraisal and Development process.

Compliance:

- Adhere to and comply with all relevant corporate policies and procedures including Health & Safety, General Data Protection Regulations (GDPR), Corporate Governance and Code of Conduct.
- Ensure that all service initiatives adhere to relevant legislation, policies and practices.
- Ensure that any safeguarding issues are appropriately escalated in accordance with appropriate safeguarding and health guidelines.
- Ensure that all delivery is risk assessed and conditions are safe for the worker, the child/children and the adults present.
- Ensure that all HR processes, including absence management, capabilities and disciplinary issues are followed correctly and routinely. This includes maintaining accurate records within Self-Serve.

Other:

- Any other duties commensurate with the grade.



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Role Specific Knowledge, Experience And Skills

Qualifications

- Degree level qualification in a related field, i.e. social work, youth and community work or equivalent or significant equivalent work experience.
- Evidence of continuous professional development within the field of working with children, young people and families.

Desirable

- Management qualification.
- Evidence of post qualifying training in a relevant field.

Knowledge & Skills

- Knowledge and understanding of vulnerable children and related issues such as; substance misuse, CSE, relationship conflict and domestic abuse.
- Have an understanding of early help/prevention/social care and related thresholds for intervention. Liaising with partner agencies and an understanding of the services they offer across the continuum of need.
- Knowledge and understanding of appropriate models of intervention which improve outcomes for children and an understanding of strategic priorities across the Borough.
- Excellent administrative and communication skills.
- Able to write reports, maintain accurate records and analysis key data in relation to issues of the client group.
- Ability to work both autonomously and as part of a team.
- Ability to converse with members of the public and provide advice in accurate spoken English.

Desirable

- Knowledge of adult mental health issues.
- Ability to negotiate and influence across organisational boundaries to deliver person centred services for young people and their families.
- Extensive knowledge of relevant legislation and legal frameworks.

Experience

- Experience of managing and escalating risk.
- Experience and knowledge of safeguarding.
- Experience of managing staff and volunteers.



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Desirable

- Experience in a specialist area such as drugs and alcohol, housing.
- Experience of child protection work.
- Experience of delivering group work with young people and / or families.
- Experience of delivering training programmes.
- Experience of working with young people who demonstrate challenging behaviours.
- Experience of assessing risks in working with children and families.
- Proactively seeking opportunities for service improvement and solution finding.
- Developing programmes to improve young people's mental health/emotional wellbeing.

Additional Information

Able to travel inside and outside the Borough of Wirral.

NOTE:

The job role holder may be required to undertake other reasonable duties commensurate with the job role descriptor grade as directed by the Head of Service.

This job role descriptor be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a definitive statement of procedures and tasks, but sets out the main expectations of the Service in relation to the post holder's responsibilities and duties.

Elements of this job role descriptor and changes to it may be amended in light of organisational and service requirements.

Approved By: Kerry Mehta

Date Of Approval: 9th May 2024



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