

Job Description

Job Title	Head of Service - Safeguarding
Grade	EPO25
Reporting To	Director of Children's Services
JD Ref	PC

Purpose

Lead and manage the delivery of Children's social care Safeguarding: Ensure delivery of a range of high-quality service, through joint working with partners and other agencies to meet the needs of children, young people and their families whilst keeping them safe.

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.

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.
- Ensure through the provision of services that children are safe and achieving good outcomes.
- Be an integral part of the senior management team.
- Provide leadership for continuous service improvement that embraces corporate priorities and initiatives, leading from the front and exerting positive influence over the performance of others.
- Provide independent expert advice and implement policy, procedure and practice ensuring high standards.
- Oversee the delivery of the LADO (Local Area Designated Officer) framework.

Communication, Engagement and Training:

- Provide leadership and work with key leaders in partner agencies to ensure that children are placed at the centre of services.
- Support development and learning of elected members.
- Advise the Children's Senior Management Team on the impact of services for children in Child Protection and Looked After Children.

Data Analysis and Decision-Making:

- Provide reports to committees and improvement board on the development of practice.

Performance Management:

- Support and challenge the profession at all levels to ensure that children get the best possible help from social workers.
- Challenge weak practice to achieve decisive improvements in the quality of social work.

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.

Other:

- Any other duties commensurate with the grade.

Role Specific Knowledge, Experience And Skills

Qualifications

- Qualified Social Worker registered with the Social Work England (SWE)
- Evidence of extensive Continuing Professional Development (CPD).

Desirable

- Management qualification Institute of Leadership & Management (ILM) level 5 or equivalent or working towards.

Knowledge & Skills

- A clear understanding of leadership strategies.
- Demonstrate knowledge of service provision for children.
- A strong focus on service improvement and performance management.
- In depth knowledge and understanding of the structural, legislative and policy context within which the service operates and the strategic issues facing the Council (including public sector reform and large scale change).
- Ability to formulate programmes of work that respond to key issues and to oversee their effective implementation.
- Proven ability to critically evaluate and influence policy and strategy initiatives, developed by national, regional, sub-regional and local stakeholders.
- Understanding complexity of need.
- Ability to manage allocated resources effectively, delivering business performance and value for money.
- Proven ability to forge and manage complex public and private partnerships to build positive working relationships, negotiate and influence other partners and organisations.



ACCOUNTABLE



AMBITIOUS



**RESIDENT
FOCUSED**



PROFESSIONAL

- Excellent communication and negotiation skills and an ability to influence outcomes, with reasoning, persuasion and tact.
- Excellent verbal and written communication, including presentations, report writing, briefings and letters for senior managers and Members.

Desirable

- Knowledge and experience of working in support of children and young people at a vulnerable stage of their lives.
- A track record of developing and implementing delivering continuous improvement in service delivery and improved outcomes.
- Knowledge and experience of programme and change management.
- Able to adopt a positive leadership stance with other officers that encourages commitment from others and promotes a positive, motivated organisational culture.

Experience

- Significant experience of social work management, including experience of managing social work assessment and care planning.
- Considerable experience of working in a social care setting.
- Significant experience in social care improvement in Children's social care
- Highly developed knowledge and professional experience of specialist area.
- Experience of working with children, young people and families.
- Experience of development and delivery of joint arrangements with partners, including managing risk.
-
- Record of achievement in policy analysis and development in relation to economic and social issues.
- Experience of managing social work teams across a range of services.
- Experience of managing complex services at senior level.
- Experience of managing risk and complex situations.
- Experience of working with multi-agency partners and able to demonstrate integrated working.

Desirable

- Demonstrable experience of decision making.
- Experience of financial planning and service reorganisation.
- Experience of leading and delivering change and business improvement initiatives including people and cultural change.
- Experience of leading and managing effective service delivery.
- Specific experience of working at Senior Management level.



ACCOUNTABLE



AMBITIOUS



**RESIDENT
FOCUSED**



PROFESSIONAL

Additional Information

This is a 'sensitive' politically restricted post.

May be required to work occasional evenings or unsocial hours. Able to travel throughout the borough using private/public transport.

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 will 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.

Health & Safety Considerations:

- Work with VDUs (Video Display Unit) (>5hrs per week)

Approved By: Kerry Mehta

Date Of Approval: 13.01.2025



ACCOUNTABLE



AMBITIOUS



RESIDENT
FOCUSED



PROFESSIONAL