

JOB DESCRIPTION FORM

Job Title: Clinical and Quality Assurance Lead

Job Holder:

**Reports to:
(Name & Title)**

Michaela Berry (Head of Corporate Parenting)

1. Job Purpose:

Acting as operational lead for the delivery of Council services that includes, but is not limited to:

Key priorities for this post include:

- Providing clinical expertise, advice, guidance and support to children's social care professionals within Peterborough City Council (PCC) in respect of looked after children (LAC), their carers and wider stakeholders, specifically centred on CYP's mental health and emotional well-being.
- Particular focus on liaising with professionals and local health networks (including CAMHs) in order to recommend the selection and support the delivery of therapeutic interventions in line with best practice in respect of complex cases in which LAC present with co-morbid mental health, trauma and Adverse Childhood Experiences (ACEs).
- Provide support and advice to social care colleagues in relation to placement planning, including evaluating and monitoring the quality and appropriateness of therapeutic packages offered by external providers. This work will optimise placement stability and reduce the period of time that any LAC are accommodated within an unregulated setting.
- Delivering training, including the PACE parenting and practitioner models to colleagues, carers and other identified groups in line with theories and models related to Attachment Theory and Dyadic Developmental Psychotherapy.
- Provision of high-quality clinical supervision/reflective practice to individuals and/or teams within PCC Children's Social Care.

More broadly, this role will help to prevent placement breakdown, identify and support the child or young person's mental health and emotional well-being needs and strengthen relationships between PCC Children's Social Care and key stakeholders.

The post will also support the quality assurance and monitoring systems in place within the Placements team and in addition, the postholder will join colleagues in the assessment and evaluation of new and existing providers of services for LAC

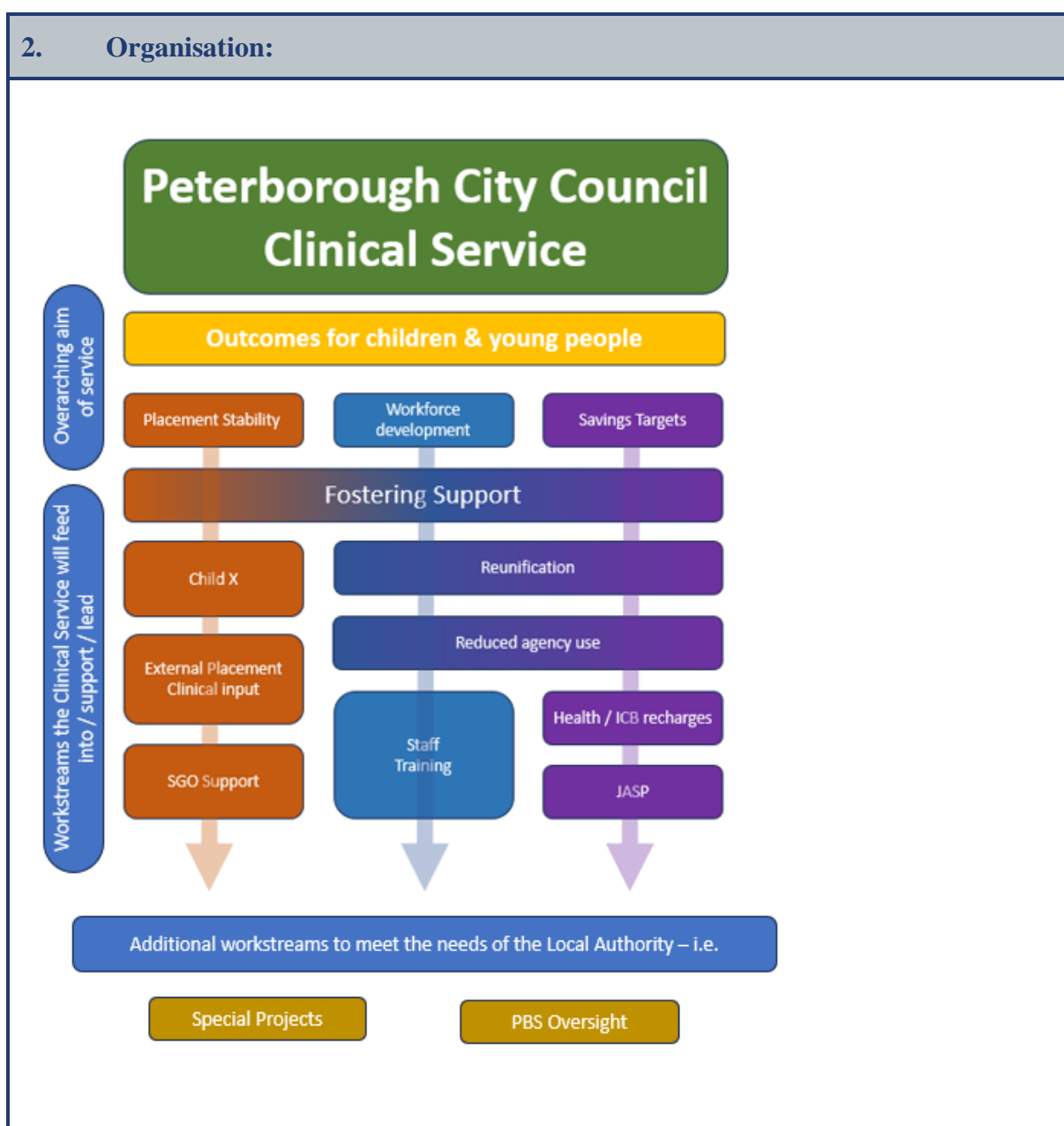
Using coaching, supervision and consultation techniques, the post holder will bring

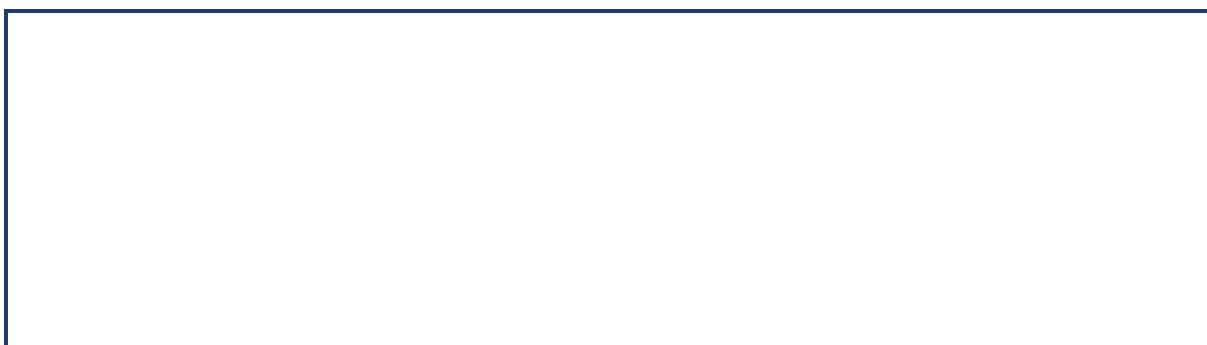
congruence between training and clinical practice developments and helping clinicians and social workers to intervene effectively, and in a timely way, with whole family and networking systems. In this way the post holder will be contributing to the supervision and mentoring of the clinical team and the development of practice within units.

An embedded systemic approach to training and practice will be developed, building on current initiatives that have been proven to have impacted positively on the quality of practice in children's social care.

Takes collective and shared responsibility for the effective leadership and management of the Council's services and delivery of improved outcomes and the achievement of value for money.

2. Organisation:





3. Leadership and collaboration:

Demonstrates compassionate and inclusive leadership through the line management of services for whom the post is accountable and provides strong and motivational leadership to drive continuous improvement, efficiency savings and higher levels of satisfaction for residents.

Actively understand the challenges faced by colleagues across the organisation to be able to support the delivery of corporate objectives.

Actively promote and role model the council's priorities and ways of working, values and behaviours to ensure they are delivered throughout the service.

Develop and implement effective communication and engagement arrangements with all stakeholders to facilitate effective relationships that drive improvements in service delivery.

4. Governance:

Understand and uphold the Constitution, Scheme of Financial Delegation and Contract Procedure Rules of the Council and ensure that they are followed throughout the directorate.

Support the democratic process, providing advice to elected members on the appropriate response to local and regional matters as well as the internal business of the Council.

Champion effective management of risk and the active response to audit findings in relation to service delivery. Be jointly accountable with others in the Directorate for the local risk register and any aspects of the corporate risk register and corporate risk framework of the Council relevant to services areas that the postholder is accountable for.

Ensure that teams under the postholders sphere of influence fulfil their duties in relation to standards, complaints and scrutiny, maintaining an open culture of transparency, accountability and ownership, taking responsibility for mistakes, putting them right and learning lessons for future improvement.

Promote, preserve and protect the health, safety and wellbeing of councillors, employees, service users, contractors and partners in the provision of Council services, ensuring that the provisions of all relevant legislation are achieved, such as the Health and Safety at Work Act 1974.

5. Innovation:

Champion innovation by being open minded to new and radical ways to deliver services, actively seeking out good practice from others to learn from to develop our own service design and delivery.

Promote a culture of continuous improvement by encouraging colleagues to share ideas, take appropriate risks, and recognising innovation.

Champion and embed a performance and quality assurance culture that delivers results through rigorous open challenge, personal accountability and continuous improvement.

6 Equality, Diversity and Inclusion:

Promote an organisational culture that is positive, safe, respectful and compassionate, as well as open to change and feedback enabling everyone to feel empowered and valued.

Act, at all times, in ways that create an inclusive environment where people can thrive and be empowered to do their best. Role model good behaviour and practice and proactively seek ways to ensure staff feel valued and develop a sense of belonging.

Demonstrate awareness of the diverse needs of our residents to inform the decisions made about the services we deliver and ensuring a robust approach to equality impact assessments and their application to employment, service delivery and policy development.

7. Finance:

The post holder is directly responsible for the budget for the Service.

The post holder will:

- continually review and reshape service delivery to achieve financial efficiencies and maximise opportunities for income generation, whilst maintaining the highest standards of service delivery
- ensure the effective management and deployment of all appropriate budgets in line with agreed financial processes, envelopes and savings, including contract budgets for people services and pooled budgets where appropriate.
- Manage/contribute to designated budgets within the services and act as authorised signatory where appropriate
- Ensures effective financial responsibility to include financial planning for the optimum use of resources, achieving resource objectives to inform future financial and business planning
- Contribute to business cases that are developed in support of any planned service
- investments/disinvestments, in line with Council policies
- Operate within the Council's financial standing orders

8 Staff:

The postholder will be responsible for a workforce of 4 as follows:

- Occupational Therapist (NHS Band 7)
- Assistant Psychologist (NHS Band 5)
- Family & Parenting Support Worker (NHS Band 4)
- Psychologist (NHS Band 7)

Be accountable for the effective professional/clinical leadership of clinical staff within the service including line management and support of professional development, recruitment and selection, appraisals, performance management, disciplinary and grievance processes.

Be the management lead for disciplinary, capability, grievance cases, producing management report for hearings and hearing complex cases.

Working with the wider Children's Services management structure to review workforce needs and staffing establishments to ensure skill mix reflects current service needs and delivers the best use of resources.

9. Principle areas of accountability:

- Providing clinical expertise in relation to child development, mental health and the impact of trauma. Using skills and expertise in consultations and assessments of children and their carers/families to help identify unmet needs and interventions required to improve the environment and relationships for the child/ren to help them to thrive into adolescence and adulthood. Deliver training and advice/ therapy to challenging individuals within families, dealing with challenging situations familiar in social care, such as child abuse and therapy to individuals presenting with multiple problems and multiple risks to children. To enable coherence with the social work plan and enabling families to develop their own plans for safeguarding children.
- To lead the embedding and development, at a highly specialist level of a clinical service across PCC children's social care and identify areas for innovation.
- To lead in promoting work that is sensitive to and appropriate for the needs of staff and families from a wide range of racial, cultural and religious backgrounds. This includes abilities to understand and offer supervision, coaching and consultation, promoting good practice with a variety of family forms including single parents, same sex couples and their families, extended families and people with mental health difficulties. To take a proactive stance in challenging racism and discrimination and support the development of a culturally competent service.
- To provide support and input to the placements team to help assess and judge the quality of therapeutic placements, including using current frameworks in place for quality assurance and to contribute the development of QA processes. This might include in-person visits to in and out-of-county placements.
- To identify training needs within PCC children's social care and specialist training

needs for clinical team members and colleagues who are undertaking assessments of CYP's and their carers and families. E.g. DDP (Dyadic Developmental Psychotherapy), MBT (Mentalisation Based Therapy) and EFT (Emotionally Focused Therapy).

- To provide clinical supervision and reflective practice and support as appropriate. To contribute to the supervision, coaching and consultation of members of the clinical team, social care teams and individuals as appropriate
- As directed by senior managers to participate and contribute in external reviews and meetings when required and to record and feedback actions and findings accordingly.
- To keep fully informed and disseminate information on relevant developments in research relating to look after children, mental health, trauma and emotional well-being in relation to Children's Social Care and CAMHs.
- Act responsively to requests from teams within PCC children's social care whom require advice, consultation or interventions from the clinical team. This may include working with children, providers and/or carers directly either face-to-face and/or online.
- We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

10. Areas of responsibility:

The post holder will be responsible for the following service areas:

It is anticipated that PCC's clinical service will offer a range of interventions and services to children and young people. Some of the interventions available with this offer may include:

- Consultations with social care professionals to include meeting the needs of our children in both the short term and long-term direct support and consultation for foster carers, including mentalisation.
- Navigation of health system, in the best interests of individual children's needs (i.e. physical, mental health & emotional), including advice re. S117 arrangements, access to CAMHs provision etc.
- Direct work with children and young people
- Staff training
- Working alongside social workers – using group or individual reflective supervision, restorative supervision. Mentalisation
- Providing information for assessments and care planning
- Signposting
- EMDR – Group G-Tep vicarious trauma, post assault support for professionals to build resilience across the staff team. This is particularly pertinent for professionals

- in high-stress environments.
- Curiosity around the Compliant Child – work with social workers and team managers.
- Support with dysregulation – DDP & PACE approaches. Supporting carers to reflect on own triggers and working with social workers to develop resilience in terms of attachment – application in practice.
- Supporting the EDT & Family Safeguarding services – capacity in the team to respond to emergency family crisis situations – rupture & repair. Including upskilling family workers.

11. Key relationships:

Manager

- 1:1 regular meetings with the Head of Corporate Parenting
- Directorate Management Team meetings
- Annual performance conversation and mid-year review.
- Regular e-mail, telephone and personal contact and ad hoc meetings as required.

Direct reports

- 1:1 regular meetings.
- Annual performance conversation and mid-year review
- Regular e-mail, telephone, personal contact and ad hoc meetings as required.

Other contacts

- Clinical expertise, supervision and support to:
 - Children, young people and their families / carers
 - Social workers within Children's Services
 - Other appropriate staff within Children's Services
 - Colleagues in partner organisations
- Local, regional and national professional organisation meetings collaboration
- Attendance at Cabinet and Scrutiny Committee meetings as requested
- Regular contact with a range of regional and government officers, in relation to national strategic developments, performance assessment, and inspection and regulatory functions
- Representing the authority at external local and national events
- Contact with statutory, independent, voluntary, and private sector organisations

12. Decision Making Authority:

This post:

- Takes all operational decisions relating to the Clinical Service, ensuring the Head of Corporate Parenting is kept informed of high-profile matters on a need-to-know basis.
- Informs and/or consults the Head of Corporate Parenting about all politically sensitive and complex matters relating to the Service.
- Takes responsibility for the development of strategic business and financial plans

for the Service in the context of a collaborative corporate and departmental planning framework.

- Takes responsibility for the financial leadership of the Service within the overall budget directorate and corporate standing orders and financial regulations.
- Makes recommendations to the Head of Corporate Parenting in relation to strategic policy and planning of the Service, recommending priorities, and developing plans in response to those priorities.
- Contributes to the strategic development of the department as requested by the Children's Services Leadership Team.

13. Person Specification:

Experience:

Significant and successful experience of:

- Working at a senior level within a large and complex organisation with comparable scope, responsibilities, budget, and resources.
- Providing balanced strategic advice and guidance in a political setting.
- Leading the delivery of public services with competing priorities and demands often outside of the Council's direct control.
- Leading transformational change and creating innovative service models, particularly in response to the demands of an organisation that is undergoing a radical transformation and modernisation.
- Delivering complex projects on time and within budget and outcomes.
- Leading and contributing to strategic decision making, resource allocation and to policy formulation and delivery, adopting a problem-solving culture.
- Delivering creative and innovative solutions to improve the use of resources and achieve value for money across an organisation.
- Establishing a strong performance culture including effective performance measures, evaluation of service quality and the improvement of service delivery to achieve the Council's objectives
- Leading, managing and developing employees to sustain high levels of service delivery, recognising and developing talent.
- Developing and nurturing positive and constructive working relationships with a wide range of customers, stakeholders and partners, maintaining a positive personal and organisational profile.

Role Specific:

- Considerable experience of practice in relevant first profession.
- Extensive experience of training and delivering interventions.
- Experience of clinical supervision and supervision of different disciplines.
- Experience of working with a high degree of professionalism in the face of highly emotive and distressing problems, verbal abuse and the threat of physical abuse with a wide variety of client groups across the whole life course presenting problems that reflect the full range of clinical severity
- Experience of risk assessment and risk management.

Skills and Knowledge:

Ability to demonstrate:

- A comprehensive understanding of the current issues and challenges facing local government as well as the statutory framework governing the sector.
- Skills in understanding and responding to different perspectives and taking a cross-organisational approach, gained by working in a political or similarly challenging environment.
- Business acumen and an entrepreneurial mindset to lead the strategic delivery of services and maintain a focus on obtaining best value for money at all times balanced, against the difficult and sensitive challenges faced.
- Ability to lead, develop and sustain effective team, partnership and multi-agency working through strong effective advocacy, influencing and negotiating skills.
- Skills to provide creative solutions to complex problems together with high level analytical, presentational and communication skills.
- Ability to establish and sustain positive relationships that generate confidence, ability and trust.
- Highly developed influencing and negotiation skills to operate at a strategic professional and political level, locally and nationally.
- Understanding of the barriers to organisational and cultural change and the commitment to being a catalyst for change.

Role Specific:

- Advanced knowledge of the theoretical and evidence-base regarding working with looked after children who have experienced trauma, abuse and poor mental health
- Advanced knowledge and experience working across different therapeutic settings , such as child and adolescent mental health units, community CAMHS settings, working with domestic violence, work with physical disability, work with serious social deprivation, and sexual abuse.
- Advanced knowledge of theoretical and evidence-base in relation to working with racially and culturally diverse communities in a wide variety of contexts including advanced specialist skills for working therapeutically in family homes
- Advanced Knowledge of child development/ mental health issues.
- Knowledge of up-to-date research methodology relevant to systems theory, child mental health and trauma, and attachment.
- Knowledge of restorative/clinical practice models and experience of delivering these.
- Knowledge of legislation in relation to Mental Capacity Act, Mental Health Act 1983, Deprivation of Liberty Safeguards and mental health.
- Advanced skills in teaching and training others, using a variety of complex multi-media materials suitable for presentations in public, professional and academic settings.
- Advanced clinical skills to support engagement of children, young people and their carers. Ability to work with children and young people who present with

behaviours that challenge and have attachment difficulties.

- Skills in planning, designing, and implementing evaluation of training provided
- Providing therapy to difficult individuals within families, dealing with challenging family situations familiar in social care, such as child abuse and therapy to individuals presenting with multiple problems and multiple risks to children.
- Dealing with hostile and aggressive situations.

Personal Effectiveness

Ability to demonstrate:

- A clear and strong personal commitment to equality, diversity and inclusion and a track record of developing inclusive services and leading by example.
- Evidence of leading people and services to recognise, respect and value individual needs to achieve a culture of inclusivity.
- Evidence of operating effectively and openly within the democratic process with the political acumen and skills to develop productive working relationships with Councillors that command respect, trust and confidence.
- Personal and professional credibility which commands the confidence of elected members, senior managers, staff, external partners and external stakeholders.
- Leadership by example with a style that empowers others and is open to question and challenge as well as a commitment to continuous self-improvement.
- A commitment to and evidence of successful strategies in managing personal resilience and wellbeing at a leadership level and promoting positive leadership practice, role modelling these behaviours for others.
- Evidence of planning for the future delivery of services, including effective workforce planning for future challenges.

Role Specific:

- Advanced Skills for offering live supervision to multi-disciplinary colleagues including facilitating appropriate services to families in the supervisory context as above.
- Advanced skills in the ability to communicate effectively, orally and in writing, complex, highly technical &/or clinically sensitive information to training participants, clients, their families, carers and other professional colleagues both within and outside Social care.
- Advanced skills in multi- agency consultation around complex and high-risk cases, to provide expert advice, through different levels of the training and supervisory context.
- Requires working in stressful situations including in children's homes, secure units and family home environments

Qualifications

- A relevant graduate Level qualification or equivalent and/or relevant compensating experience at a senior leadership level.
- Evidence of continuous professional and leadership skill development.

Role Specific:

- Appropriate nursing, social work, occupational therapy or psychology qualification in relevant children's mental health/social welfare profession and demonstrable practice over a minimum of four years.
- NMC registered SWE registered BACP registered HCPC registered
- Bachelors or Masters level qualification (or its equivalent) in child and adolescent mental health/psychotherapy/psychology
- The Maintenance of Registration by attendance on short or long training courses to meet CPD requirements.
- Clinical Supervision Training in one area of practice.
- Post-qualification training in one or more additional specialised areas of therapeutic practice. E.g. MBT, CBT or DDP
- Registered as Clinical supervisor.
- Training in teaching, coaching and consultation experience
- 2 years of experience in managing teams

14. Additional Information:

Political Restriction -

n/a

Context to Role:

Operating

- This role is expected to deliver a variety of therapeutic models (rather than working to one specific model), including sensory or psychological therapeutic support. Model of approach will include DDP (Dyadic Developmental Psychotherapy) – with potential to link into the Thinking About Your Child Pilot..
- The post holder will need to promote, develop, lead, and manage effective partnership working and strategic alliances with internal and external stakeholders including authorities, partner organisations and other agencies in order to achieve continuous improvement in the provision of services and input into policy developments.

Environment

- The role regularly interacts with partners and commercial and commissioned providers, and strategic leaders across the public, private and voluntary sectors, locally, regionally and nationally.
- The role operates in an ever-changing environment. The post holder will need to develop relationships with operation and strategic partner and deliver a model for the Council's ongoing involvement in their work.

Framework

- The role is governed by an extensive set of regulations, policies, procedures, and systems. It includes management and leadership of the statutory roles of the Council which are governed by primary legislation, as are many other functions that fall within the remit of this post. The role is further governed by health and safety legislation, contract and financial management regulations, relevant inspection frameworks (including Ofsted), and the Council's constitution.

SIGNATURES:

After reviewing the questionnaire sign it to confirm its accuracy

JOB HOLDER: _____ **DATE:** _____

LINE MANAGER: _____ **DATE:** _____