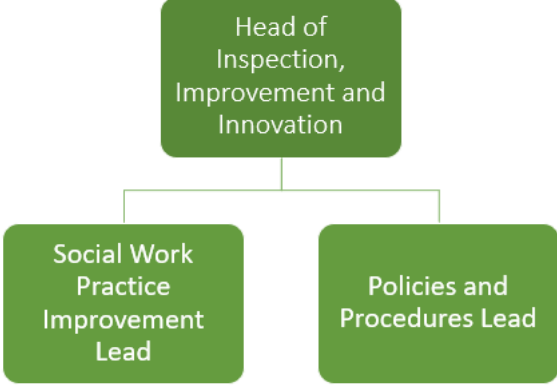


Job Description

Department:	Children and Young People Services
Division/Section:	Inspection, Improvement & Innovation
Job Title:	Social Work Practice Improvement Lead
Post No:	10076
Grade:	11
Reports to:	Head of Inspection, Improvement and Innovation
Organisation Chart: Show immediate manager and any jobs reporting to this post.	 <pre> graph TD A[Head of Inspection, Improvement and Innovation] --> B[Social Work Practice Improvement Lead] A --> C[Policies and Procedures Lead] </pre>
DBS Check applicable?	Basic <input type="checkbox"/> Standard <input type="checkbox"/> Enhanced <input checked="" type="checkbox"/> None <input type="checkbox"/>
	Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Line Management responsibility for:	No. of direct reports: 0 No. of indirect reports: 0
Size of budget: (Per annum)	0
Job Purpose:	To lead the social work practice improvement agenda and support the Head of Inspection, Improvement and Innovation and the Service Director for Practice in the delivery of improvement and transformation priorities across Children and Young

People's Services.

To work independently to develop and deliver a strategy addressing key areas of practice improvement and be responsible for regular monitoring, analysis and reporting on these areas.

Using discretion and their own initiative, the postholder will be responsible for liaising with colleagues from across the service and the partnership to manage the learning and development offer and ensure that this meets the identified areas for improvement.

To research, design and deliver practice development opportunities to staff across the service and partnership and strengthen practice skills and knowledge of frontline staff and operational managers and provide a range of learning opportunities.

To lead on development of best practice guidance in Peterborough and have with key links to the Peterborough Family Valued and Family Safeguarding programmes. To negotiate with Sector Led Improvement Partners to facilitate a comprehensive learning and development offer.

To work with the Policies and Procedures Officer to deliver training sessions to socialise and embed new and refreshed policies and procedures.

Main Duties and Responsibilities:

Practice Improvement

- Develop a good 'practice' resource bank to include maintaining up to date toolkits, resources and intervention packs for practitioners and managers.
- Provide key support to areas of practice improvement identified by Ofsted and lead on updates to the Ofsted action plan and response following the inspection. Work with managers and senior leaders to progress and update the actions.
- To undertake research, collate and gather information required for innovation projects, as required by the Senior Leadership team and develop a strategic delivery plan for practice improvement in Peterborough.
- To provide project management to new initiatives/programmes: supporting leads; monitoring progress against the implementation plans; generating reports.
- Support the implementation of change programmes such as Peterborough family valued by acting as a champion of Relational and Restorative practice and provide project support where needed.
- Support the development and re-launch of Family Safeguarding in Peterborough.
- Develop and learning and development (training) strategy for staff and partners.
- Lead consultations and focus groups with staff to support them with policy and legislation changes and provide advice and guidance for workers and managers on all areas of best practice.
- Maintain up to date knowledge of policy and legislative changes and design training and resources to convey complex information to specialist and non-specialist workers including service users.
- To work in partnership with other City Council teams, including communications, human resources, finance, performance and the transformation team to deliver strategic support to Children and Young People's Services to support the Improvement and transformation projects.
- To support the service wide improvement with the delivery of learning and development events and activities; recruitment events and quality assurance activities as required.
- Foster innovation and new ways of working to transform and continually improve services.

Training and Engagement

- Develop and implement a children's services training and development programme that raises awareness of areas for improvement and improves practice and includes Family Valued and Family Safeguarding specific training.
- Work with Peterborough City Council workforce development team to provide a full programme of training and development for staff and managers
- To develop and manage a robust process to monitor analyse and evaluate the impact of training in children's services.
- Undertake regular analysis and evaluation of training and engagement.
- To develop and deliver bespoke learning and training to enhance individual, teams and service areas to develop good practice and performance.
- Convey complex information to non-specialist service users in a clear and understandable way and provide follow up support to teams.
- To formulate, implement, review and adapt training materials for staff and service-users; to co-produce and strive for excellence and support with the strategic goal of practice improvement; including implementing and contributing to reviewing relevant policies and action plans consistent with the Council's goals and values.
- Working with Improvement Partners to co-ordinate training and development for staff and partners in Peterborough by setting up training sessions, managing bookings and collating feedback.
- Build, maintain and promote good working relationships, communicating effectively with internal and external partners.
- Support the Family Valued Lead and Head of Inspection, Improvement and Innovation in the delivery of Child Friendly Peterborough.

Generic Responsibilities:	<p>To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.</p> <p>To comply with all Health & Safety at work requirements as laid down by the employer.</p> <p>The council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.</p>
Flexibility Clause:	<p>Other duties and responsibilities express and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Organisation's other sections or departments.</p>
Variation Clause:	<p>This is a description of the job as it is constituted at the date shown. It is the practice of this Authority to periodically examine job descriptions, update them, and ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the postholder.</p> <p>In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible the Head of Service reserves the right to make changes to your job description following consultation.</p>

DATE: August 24

COMPLETED BY: Charlotte Edwards

Person Specification

Job title:	Social Work Practice Improvement Lead	Directorate:	Children and Young People Services
Grade:	11	Service / Team:	Inspection, Improvement & Innovation
Date:	August 2024	Completed by:	Charlotte Edwards

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
KNOWLEDGE	<ul style="list-style-type: none"> • Have a detailed knowledge of performance management including audit methodology, including analysis of information. • Have knowledge of training & development in social work. • In depth knowledge of current and associated policy, legislation and guidance in relation children's services. Able to demonstrate significant knowledge of current local and national policies • Understanding of strategy development and implementation to support changes in practice. • Knowledge of social work practice frameworks and expertise in the practice and delivery of social work for children across a range of settings 	<ul style="list-style-type: none"> •
SKILLS & ABILITIES	<ul style="list-style-type: none"> • Proven ability to develop and deliver training sessions to a range of audiences • Able to analyse complex and varied information and develop strategies with a clear evidence base. • Be able to work under pressure and prioritise tasks efficiently. • The ability to lead and motivate colleagues, to challenge others in a constructive way 	

	<p>and manage conflict</p> <ul style="list-style-type: none"> ● Able to meaningfully implement strategic decisions, policy and new legislation into operational practice and to provide a clear rationale for decision making. ● To effectively chair and facilitate meetings, develop and implement plans, prepare and present reports and other documents to a high standard. ● Be able to evidence continuing professional development. ● Ability to work independently, managing a programme of work and to respond independently to unexpected problems and identify possible opportunities. ● The ability to exercise judgement and make decisions in a timely and way without needing to escalate or seek approval. ● Able to act as an expert in areas of best practice to support social workers in difficult case discussions. ● Able to manage confidential personal information and utilise case management systems. ● Ability to communicate accurately in writing and verbally with all relevant audiences, including senior managers, Councillors, partners and service users, in particular, the ability to present complex issues in a simple and clear format. ● Ability to design, implement and support organisational arrangements that facilitate the delivery of the organisation's values and goals. 	
<p>EXPERIENCE</p>	<ul style="list-style-type: none"> ● Be highly experienced in writing and delivering learning to adults in a range of settings and styles ● Experience of leading or developing improvements in professional practice ● Excellent working understanding of the children, young people, vulnerable adults and family services statutory responsibilities, and relevant legislation ● Experience managing high work related 	

	<p>pressure including deadlines, interruptions and conflicting demands.</p> <ul style="list-style-type: none"> • Demonstrate excellent planning & organisation skills and ability to manage own workload and to re-prioritise, as necessary, using own initiative to adapt to changing demands. • Experience influencing, negotiating and of managing complex conversations. • Excellent time management and experience successfully balancing competing priorities. • The development and delivery of presentations and training to diverse audiences including conveying complex information to specialists and non-specialists in a variety of formats. • Analysis of complex information and development of strategies to support new ways of working and best practice • Use of MS Office. Ability to create and use of spreadsheets, word processing and presentation packages. 	
QUALIFICATIONS	<ul style="list-style-type: none"> • Key Skill Level 4: Bachelor's Social Work degree • Minimum 3 years experience working with Children's services or related field and experience supporting or developing practice improvement or project initiatives. • Evidence of continuous personal and professional development. 	Project management (APM/ PRINCE2) or equivalent qualification
PERSONAL CIRCUMSTANCES	Able to work in Peterborough, attend meetings including with children and young people and families that suit them. Ability to work flexibly	
EQUALITY	Candidates must demonstrate understanding of, acceptance and commitment to the principals underlying equal opportunities. (A & I)	
CUSTOMER CARE	Knowledge and understanding of effective customer care (A & I)	

[At the end of each criteria the following codes are used to indicate how the criteria will be assessed: (AI) Application / Interview, (P) Presentation, (W) Written Test.]