

Job Description

Department:	Children & Young People's Services
Division/Section:	Fostering
Office Held:	Fostering Panel Member
Post No:	Not applicable
Grade:	NA
Reports to:	Panel Advisors
Organisation Chart: Show immediate manager and any jobs reporting to this post.	<pre> graph TD SM[Service Manager] --> PA[Panel Adviser] PA --> PM1[Panel Member] PA --> PM2[Panel Member] </pre>
DBS Check applicable?	Basic <input type="checkbox"/> Standard <input checked="" type="checkbox"/> Enhanced <input 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 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)	State whether <i>accountable</i> for (i.e., budget holder) or <i>accounting</i> for (e.g. monitoring) Nil
Job Purpose:	<p>Fostering Panel's primary function is to make recommendations on suitability to foster and it has a number of statutory functions set out within the Fostering Services Regulations 2011 [England], as follows:</p> <ul style="list-style-type: none"> To consider applications for approval as foster carers and recommend whether a person is suitable to foster, including any terms which apply to the approval. To recommend whether a person remains suitable to be a foster carer and whether any terms of their approval remain appropriate, for all first annual

	<p>reviews of a foster carer's approval and for any other review referred to Panel by the Fostering Service.</p> <ul style="list-style-type: none"> To oversee the effectiveness of assessments and procedures for fostering reviews being carried out by the Service and, give advice and make recommendations on such matters and cases which the Service refers to it for consideration. <p>As a Panel Member you will be required to take responsibility in the making of a recommendation as to whether a person is suitable to be a foster carer by drawing on both personal and professional knowledge and experience and, having carefully considered the paperwork provided to Panel prior to the meeting as well as the Panel discussions.</p> <p>Members will be chosen to sit on specific panels depending on their availability, as well as the need to reflect the issues under consideration through a range of knowledge and experience, provide gender balance and offer diversity.</p>
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Main Duties and Responsibilities:

	<ul style="list-style-type: none"> To be a member of Peterborough Fostering Panel's 'central list' and to attend at least 4 meetings of the panel per year. To read the circulated papers carefully before the meeting and to attend the meeting prepared to raise issues and to contribute to the panel discussion. To take responsibility for participating in the making of a recommendation, on each case, drawing on both personal and professional knowledge and experience. To attend meeting of the Panel as specified in the Panel Member Agreement To be prepared to attend additional panels, if possible, as requested. To participate, with other panel members, in advising on policy and procedural matters as required. To address diversity issues and promote anti-discriminatory practice. To safeguard the confidentiality of all panel papers and panel discussions. To participate in panel induction and to attend panel training as designated by the Fostering Service, which will be at least one day per year. To participate constructively in an annual review of their panel membership. To adhere to Peterborough's Panel Member Code of Conduct
Generic Responsibilities:	<p>As an office holder, 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</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>

DATE: October 2024

COMPLETED BY: Claire Baxendale/Liz Devoti

Person Specification

Job title:	Fostering Panel Member	Directorate:	Children & Young People's Services
Grade:	N/A	Service / Team:	Fostering
Date:	October 2024	Completed by:	Claire Baxendale / Liz Devoti

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
KNOWLEDGE	<ul style="list-style-type: none"> • An appreciation of the effect of separation and loss on children. • Awareness of the richness of different kinds of families and their potential for meeting children's needs. 	<ul style="list-style-type: none"> • Some understanding of the purpose and function of the panel and of the agency which the panel is serving, or a willingness to learn.
SKILLS & ABILITIES	<ul style="list-style-type: none"> • Good listening and communication skills. • The ability to read, process and analyse large amounts of complex and sometimes distressing information. • The ability to make an assessment and to form a view, based on the written and verbal information presented to panel, and the confidence to articulate this at panel. • The ability to use personal and/or professional knowledge and experience to contribute to discussions and decision-making in a balanced and informed manner. • The ability to work co-operatively as part of a multi-disciplinary team. 	
EXPERIENCE	N/a	<ul style="list-style-type: none"> • Experience, either professionally or personally or both, of children living in foster families or of children being cared for away from their birth family. • Other relevant experience e.g. in relation to health or education.
QUALIFICATIONS	N/a	

ATTITUDES	<ul style="list-style-type: none"> • A commitment to keeping children within their own family or community where this is possible and to maintaining contact between children living in foster families and their biological families where this appears to be in the child's best interests. • A commitment to fostering as a way of meeting a child's needs where this appears to be in the child's best interests. • A commitment to safeguarding and promoting children's welfare in foster homes. • A valuing of diversity in relation to issues of ethnicity, religion, gender, disability and sexuality. • An understanding of, and a commitment to, the need for confidentiality. • A willingness to increase knowledge and understanding of issues through reading, discussion and training. • A willingness to contribute constructively to the annual review of their panel membership, as required, to that of other panel members and the Chair. 	
PERSONAL CIRCUMSTANCES	<ul style="list-style-type: none"> • The ability to attend at least 4 panel meetings, arriving on time, and to attend at least one training day each year. 	
EQUALITY	<p>Candidates must demonstrate an understanding of and commitment to the principals underlying equal opportunities.</p>	