

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Children Services

Job Ref Number: 04286

Service Area: Regulated Services- Fostering

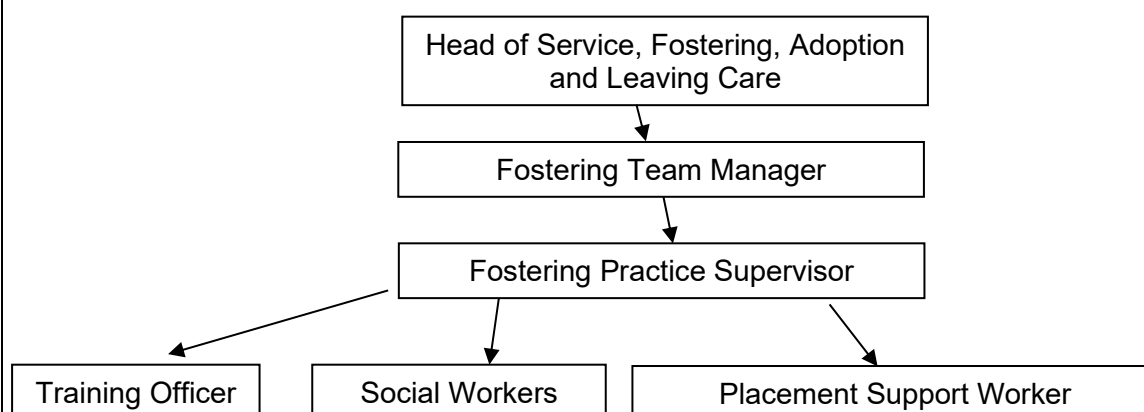
Grade: G7

Job Title: Fostering Training Officer

PURPOSE OF JOB:

To develop and deliver an enhanced training pathway to the Lincolnshire Fostering Service and its prospective and approved foster carers.

TEAM STRUCTURE:



MAIN DUTIES:

The specific accountabilities of this role will be flexible and will change to meet the needs of the organisation as required but will include (or be equivalent in nature to) those listed below:

1. Design and deliver child and carer focused training for foster carers and multi-agency partners.
2. Work with colleagues across the service to support transformation projects related to foster care recruitment, support and supervision. Ensure the training offer to carers meets all identified needs.
3. To lead on the planning, development and writing of the annual training plan and embed this into the training pathway for all prospective and approved foster carers, at all levels.
4. Take the lead in the co-design and implementation planning of the new training pathway.
5. Help managers assess and improve their service delivery using data, trends and future skill requirements to create workforce plans.
6. Provide expertise, advice and guidance to operational staff in relation to the fostering training pathway.
7. Collaborate with a variety of professionals to ensure multi-disciplinary training which rivals our competitors and supports our foster carers.
8. Maximising resources and value for money to achieve improved outcomes for the fostering service and wider children's service teams.

9.	<p>Ensure effective performance management to deliver outcomes in line with service delivery contracts.</p> <p>Secure external training providers, where appropriate and collaborate with external colleagues to develop high level training.</p>
10.	Review and quality assure all training and revise in line with service expectations.
11.	To monitor, report and provide recommendations to the management team on all training requirements.
12.	To deliver training to the fostering service staff and foster carers.
13.	Support the fostering service with recruitment efforts by attending recruitment information events and sharing the training pathway.
14.	Deliver excellent customer service, incorporating the equality and diversity objectives and supporting the council to achieve best practice in all it delivers.
15.	Support foster carers and social workers by developing bespoke, individualised personal development and training plans with foster carers.
16.	<p>Utilise a range of resources to develop training which is accessible and tailored to the needs of the fostering service.</p> <p>Stay Informed: Keep up with the latest developments in children's social care, fostering and trauma informed practice.</p>
17.	Collaborate with experts, such as our clinical psychologist to ensure training is evidence based and grounded in therapeutic models.
18.	Moderate and collate foster carers feedback and training records to support the development of continuing professional development plans and identify wider service training needs.
19.	Attend and contribute to joint and group supervisions to explore themes, patterns and need, and contribute learning to the training pathway.
20.	Remain up to date and compliant with all relevant legislation, organisational policies and procedures.
21.	Demonstrate creativity though ensuring that training is engaging and utilises diverse delivery methods. Consider and cater to different learning styles.
22.	Support in the development of a formal qualification for foster carers.
23.	Ensure compliance with health and safety requirements during training sessions.

PERSON SPECIFICATION:			
Requirements	Where identified*	Essential	Desirable
Relevant Social care or teaching/training qualification (e.g., PTLLS, CertEd, Social Work Degree, Health and Social Care Level 5-7)			✓
Knowledge of safeguarding children legislation	A/I	✓	
Knowledge of safeguarding adult procedure	A/I		✓
Experience in delivering training and development, or education	A/I	✓	
Previous experience of working with children and/ or adults	A/I	✓	
Knowledge of GDPR processes and confidentiality	A/I	✓	
Able to work autonomously and as part of a team	A/I/P	✓	
Adapt with IT and Microsoft suite	A/I	✓	
Able to deliver training to small groups	A/I/P	✓	
Able to deliver presentations to large groups	A/I	✓	
Knowledge of the impact of trauma, loss and separation for children	A/I	✓	
Knowledge of child development	A/I	✓	
Good communication skills- with children and adults, with a range of needs	A/I/P	✓	
Holds a full driving license	A/I	✓	
Ability to travel across the county and occasionally work evenings/weekends for training events	A/I	✓	
*A = Application form T = Test/Assessment I = Interview P = Presentation			

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the Lincolnshire County Council Core Values and Behaviours and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition, employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.
