

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Adult Care & Community Wellbeing

Job Ref Number: 04157

Service Area: Deputy Director Adult Social Services

Grade: G11

Job Title: Team Manager – Community Wellbeing

PURPOSE OF JOB:

As part of the wider council's objectives, as a Team Manager Team Manager you will provide leadership and support to a team of practitioners responsible for the delivery of the Directorate's statutory duties and responsibilities relating to adult social care.

You will promote independent living and demonstrate a commitment to strength-based practice. You will support a team of practitioners to enable people to identify and build support networks to achieve their identified outcomes, drawing on support where required. You will ensure that your teams know and understand the local community and embed your team within place-based services.

You will be accountable for overseeing, understanding and supporting the delivery and performance, including assessment and appropriate management of risk, ensuring people are as safe as possible and adult safeguarding concerns are addressed promptly.

You will be skilled at embedding new ways of thinking and working, developing and maintaining strong, positive working relationships with commissioners, your teams and partners across service areas. As a Team Manager Team Manager, you will continuously look for synergies and efficiency savings across the area of responsibility.

STRUCTURE CHART:



MAIN DUTIES:	
1.	Lead, and manage colleagues delivering a strength based and personalised approach to social care practice, achieving good outcomes for people through an enabling culture of positive risk management. Undertake supervision of advanced practitioners and other staff as necessary and required as per LCC policy and procedures. Coach/mentor teams/colleagues as appropriate to embed personalisation and strengths and asset-based community practice. Demonstration at the relevant level of the Council's Core Abilities: • Personal Leadership • Being Future Focused • Political and Commercial Astuteness • Supporting a High Performing and flexible workforce • Drive for Results Act as a role model to others to helping them to manage uncertainty and to respond positively and creatively to changing expectations.
2.	Ensure the needs of those that draw on care and support within your place-based area are effectively assessed and outcomes agreed which are subsequently reviewed. This will also involve managing and holding a small complex caseload.
3.	Provide oversight and decision making in relation to complex cases ensuring that prescribed Safeguarding Policies and Procedures are observed for the protection of adults who are experiencing, or at risk of abuse or neglect, promoting a personalized safeguarding model that puts the outcomes for the person at the centre of practice.
4.	Contribute to the specification and planning of services for the purpose of commissioning effective services through contact with internal or external providers.
5.	Contribute to the Council's statutory obligations and where appropriate any national and Health and Social Care local performance indicators.
6.	Assist with the implementation of Adult Care quality assurance systems, including the monitoring and review of casework and ensure these comply with the County Council's Equal Opportunities Policy.
7.	Be responsible for providing the Directorate with information concerning individuals and staff that impacts upon the delivery of statutory duties.
8.	Maintain and monitor expenditure within budgets for which responsibility has been delegated.
9.	Undertake/oversee allocation of workload to agree service priorities; monitor case files; computerised records; deal with case management issues as they arise.
10.	Chair BIA meetings, have oversight of Safeguarding processes and procedures and complex legal liaison e.g. Court of Protection. Provide advice and support in relation to complex cases including risk assessments; respond to complaints from relatives/carers.

11.	Lead and drive the development of staff through training/coaching/mentoring. To ensure that performance standards are met and to provide corrective action to quality related issues as they arise.
12.	Deliver excellent customer service, incorporating the Council's equality and diversity objectives and supporting the council to achieve best practice, creating a positive image of the Council in all it delivers.
13.	Remain up to date and compliant with all relevant legislation, organisational procedures, policies and professional codes of conduct in order to uphold standards of best practice.
14.	Take personal responsibility for contributing to review, improvement, organisational transformation implementing 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.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Requirements	Where identified*	Essential	Desirable
Professional Social Work, Nursing or Occupational Therapy Qualification	A,I	P	
Current, SWE, HCPC or NMC Registration.	A,I	P	
2 years post qualification practice experience of working in health or social care environment	A,I	P	
Knowledge of Health and Social Care organisational arrangements including the role of CCG's and other NHS Trusts in relation to Adult Care Services	A,I		P
Ability to manage a staff group taking into account professional boundaries.	A,I	P	
Leadership skills and the ability to model good practice.	A,I	P	
Knowledge of relevant legislation and statutory frameworks for the support and provision of Adult Care	A,I	P	
Understanding of the performance agenda and the ability to make changes to practice to improve performance	A,I		P
Ability to deal with staff disputes	A,I	P	
Supervisory skills and the ability to arrange and manage staff meetings	A,I	P	
Understanding of IT and the way in which it can be used in the workplace.	A,I		P
Understand and manage the workflow of the staff group.	A,I		P

Comprehensive knowledge of the personalisation agenda and its application in the workplace.	A,I		P
The specific knowledge, skills and abilities required will vary depending on the needs of the role. Specific posts may necessitate advanced specialist knowledge and skills. Post holders should be comfortable working with ambiguity and uncertainty.	A,I		P
Ability to travel independently and efficiently throughout Lincolnshire to undertake home visits, hospital visits, community-based appointments and meetings, including locations not reasonably accessible by public transport. Due to the rural nature of the county and the frequency of travel required, a suitable licence (i.e. full UK driving licence, full or provisional motorcycle licence) and access to suitable transport will normally be required.	A,I	P	
In accordance with Part 7 of the Immigration Act 2016 (Fluency Duty), the ability to converse at ease with customers and provide advice in accurate spoken English	I	P	

*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.