

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Children's

Job Ref Number: 04392

Service Area: Regulated Services

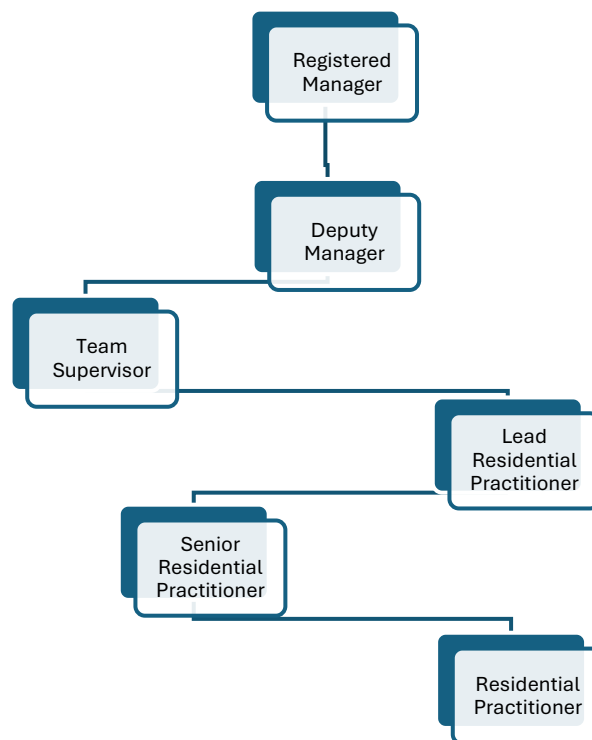
Grade: G7

Job Title: Senior Residential Practitioner

PURPOSE OF JOB:

To be part of a residential care team that works collaboratively in order to support the delivery of highly personalised, quality care to children and young people in a secure homely environment.

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. Create a positive, respectful environment where young people feel safe and valued. Work as part of a team to provide care based on each child or young person's individual Care Plan, which may include outreach work outside the Home.

	Provide personal care that protects each young person's dignity and privacy and support them in understanding their emotions and developing social skills. Administer medication according to the child's Care Plan and all relevant policies, keeping detailed and accurate records. Support the young person's basic health needs and attend appointments with them. Make clinical decisions based on knowledge of the child, medical protocols, and their Care Plan. Carry out invasive and specialist health treatments as and when required. Manage time effectively and prioritise safeguarding while completing all tasks. This includes report writing, updating care plans, attending meetings, training, and case conferences. Work in a range of community settings as required by the child's Care Plan, such as youth centres, colleges, and schools. As a Senior Practitioner, work directly with the young person using appropriate theoretical approaches to help them understand their past, manage emotions and behaviours, and make positive choices. Record, reflect on, and analyse all work to plan future support. Take responsibility for maintaining and improving the service, including monitoring systems and contributing to evaluation processes to support ongoing development. Maintain environmental health standards when working in the kitchen. Work across the full range of the Home's operating hours, including weekends, bank holidays, evenings and sleep-in duties. Be prepared to adjust working hours when needed.
2.	Provide supervision and appraisal to at least one employee which includes the planning, allocation and checking of work, setting objectives, targets and timescales for day-to-day work, professional development, and service delivery. You will be responsible for an identified specific area of work which may require you to take the supervisory lead of staff to be managed and supported. This may involve working in partnership with non LCC staff. This may be a short-term project or a longer-term responsibility. You will be involved in the recruitment selection and induction of new staff, relief workers and students on placement. Act as a role model to others helping them to manage uncertainty and to respond positively and creatively to changing expectations.
3.	You will need to work creatively and be flexible in your approach as children and young people's needs can constantly change. To encourage and enable young people to achieve their maximum potential, with respect to their rights of a positive future. Promote the responsibility of their actions in line with their age, ability and aptitude. You will have the ability to engage with young people, to enable them to experience a wide range of recreational activities and developmental opportunities both in the home and in the community. This will involve a variety of activities both physical and educational. The role will involve encouraging young people to learn life skills for independent living.

	Within the scope of their role the post holder will be involved in the development of the service, to undertake reviews and make suggestions on how systems and processes could be more efficient and effective.
4.	Support key working for a young people, working closely with professionals, parents, siblings, and extended family to ensure the Care Plan, risk assessments, behaviour plans, and health needs are accurate and consistently communicated. Help to gather information for reports and represent the Home at meetings to keep the Care Plan up to date. Communicate clearly in writing and verbally with external agencies and families while maintaining confidentiality, Data Protection standards, and the young person's rights. Attend professional meetings about the young person's welfare and provide detailed reports. Contribute to the Council's statutory duties and any relevant performance indicators. Build positive relationships with parents, carers, multiagency colleagues, staff across the county, visitors, and inspectors, representing the Home professionally. Maintain strong relationships with commissioners, service users, stakeholders, partners, and providers. Deliver high-quality customer service, support equality and diversity, and help the Council achieve best practice. As an employee, present a positive image of the Council.
5.	As a Senior Residential Practitioner, you will be expected to make informed decisions based on risk, to safely manage conditions and situations that others are exposed to throughout the working day. In the absence of a senior member of staff the post holder will assume full responsibility of the home, safety and well-being of children and young people, the building, grounds and resources. Decisions made in relation to policies, practices and procedures should be reported to a more senior colleague for further advice, support and guidance, as they may impact on the care and wellbeing of the child. When in the role of shift leader, the post holder will be able to seek support and advice from the On-Call Manager out of working hours. Operate frameworks for Quality Assurance, using agreed appropriate performance standards and review processes and make suggestions on the development of the service, including how systems and processes could be more efficient and effective.
6.	You will be responsible for cash handling, personal possessions of the children and the equipment and resources within the unit. You may be required to be responsible for the accurate handling and security of petty cash, impress and other cash valuables. You will be responsible daily for the monitoring and replacement of equipment and materials necessary for the effective and safe running of the home. You will be responsible for recommending any larger purchases for example where health and safety matters arise. Ensure Council resources are optimised and utilised effectively and efficiently. Take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies to achieve improved cost effectiveness.

7.	To effectively plan shifts and work priorities, responding positively to unexpected changes in a timely manner, which may occur on a daily basis and be difficult to predict. This may include the emergency admission of a young person, sudden escalations in behaviour, constantly changing health needs of children and young people or acute staffing crises. Require the ability to produce and maintain accurate records and reports. To ensure information on the electronic case management system is maintained accurately and up to date. Maintain accurate records of children's progress and complete all relevant documentation in line with best practice, current policy and legislation. This includes using manual and computerised records. This is a physically demanding role. You will be required to undertake moving and handling of young people, including physical restraints where required. Other physical demands include bending, crouching, stretching, reaching, pulling, pushing and twisting. Will be involved in physical play activities and you will be required to provide 1:1 support to a child or young person whilst out in the community. Be expected to partake in physical activities with the young person i.e. sports, bike riding and to take the young people on holidays and day excursions. You will be required to undertake housekeeping duties such as cleaning; cooking and weekly shopping. The post holder will be required to undertake deep cleaning of bedrooms and communal areas of the home, change and make beds and laundry tasks; whilst ensuring a highly personalised environment for children and young people is created and maintained. Undertake the care of children and young people which will involve the contact with and/or safe handling of bodily fluids. You will be subject to other difficult or unpleasant conditions depending on the nature and needs of the children and young people in residence. Will be exposed to substantial risk of challenging behaviour by the children using the service and will be involved with the management of this. This will include the regular requirement to deal with verbal and physical aggression and unpleasant surroundings/conditions.
8.	Senior Residential Practitioners are expected to work directly with children and young people using theoretical approaches and methods of working to enable them to understand their past to manage their feelings, frustrations and behaviours and to enable them to make positive life choices. To record all work and to reflect and analyse outcomes and identify future work required. To attend and actively contribute to team meetings. Will be required to be proactive and accountable for their own learning and development within the parameters of the Homes and the County Councils training programme. Will be required to maintain a portfolio of continuous professional development. Remain up to date and compliant with all relevant legislation, organisational procedures, policies and professional codes of conduct to uphold standards of best practice. To consistently prepare for and attend supervision and appraisal. Take responsibility for specific areas of work and to provide written updates and analysis in respect of progress and findings.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Required to undertake Level 3 Diploma in Residential Care. To comply with Children's Homes Regulations, the diploma must be completed within two years of the commencement in post.	A – if completed or started I – commitment to undertake following appointment	Y	
Have an understanding of Health and Safety.	A and I		Y
Have knowledge and understanding of the impact of neglect, emotional, physical and sexual abuse has on young people.	A and I		Y
Have knowledge and understanding of the impact a disability has on a young person.	A and I		Y
Proficient information and IT skills to enable effective communication with internal and external agencies.	A and T	Y	
The post holder will be expected to be able to apply theory to practice.	A and I		Y
To be a key team player and work closely with staff members and specialist workers from other agencies and organisations.	A, T and I	Y	
The Postholder will require excellent written and oral communication.	A, T and I	Y	
Ability to produce and maintain accurate records and reports.	A		Y
Knowledge of child development.	A and I		Y
Knowledge of Safeguarding and risk management.	A and I		Y
Positive attitude to the promotion of diversity and equal opportunities.	A and I		Y
Post holders should be comfortable working with ambiguity and uncertainty.	A and I		Y
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.	A, I, P and T	Y	
To hold a full current valid driving License	A	Y	

*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.

Job Details:

Job Title	Senior Residential Practitioner
Identifier	04392
Director Area	Children's Services
Service Area	Regulated
Section	Children's Residential
Score	456
Grade	Grade 7

Factor Levels:

Supervision/Management Of People	3.1
Dispersal Awarded	No
Creativity & Innovation	3
Contacts & Relationships	4
Decisions - Discretion	3
Decisions - Consequences	2
Resources	1
Work Demands	3
Physical Demands	2
Working Conditions	3
Work Context	4
Knowledge & Skill	3