

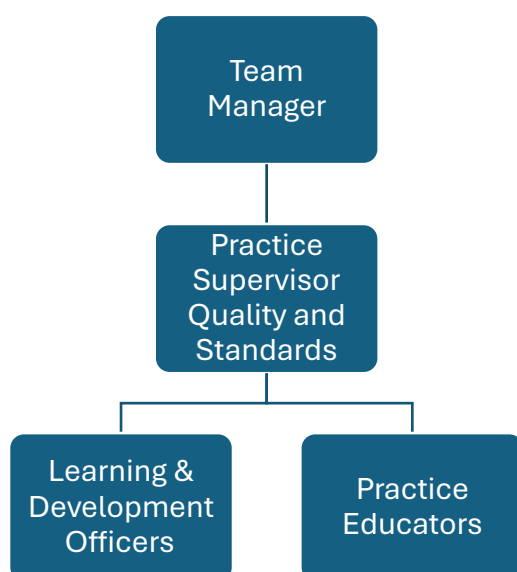
JOB DESCRIPTION & PERSON SPECIFICATION**Director Area: Children's Services****Job Ref Number: 03395****Service Area: Quality and Standards****Grade: 11****Job Title: Practice Supervisor - Quality and Standards****PURPOSE OF JOB:**

To develop and supervise Children's Services staff within the Quality and Standards Service. This can include but is not limited to Learning and Development Officers and Practice Educators. To ensure the service develops and maintains a strategic understanding of the workforce in relation to learning, development and training needs which supports wider recruitment and retention of Children's Services practitioners and ensures all staff are able to access training and support which ensures their practice is up to date and good quality.

To ensure that the Children's Workforce have sufficient capacity to offer placements particularly to Social Work Apprentices and Social Work students as required to ensure that Social Work courses are able to throughput qualified Social Workers and also that internal staff develop leadership and mentoring skills through supporting student placements.

To lead on the ASYE, Step up and SW apprentice schemes and support these staff to achieve their potential by working with stakeholders such as the University and front-line teams.

To be able to undertake some direct delivery/facilitation of sessions such as workshops, learning events for staff across CS, when the need arises to support the service in delivering the above outputs.

TEAM STRUCTURE:

MAIN DUTIES:	
1.	To supervise a team of children's services practitioners undertaking a range of duties including Learning and Development Officers and Practice Educators. Contribute to the development of staff, design and management of learning and development plans and actively monitor staff as individuals or groups to sustain delivery at times of high demand. To ensure written risk assessments are in place to protect staff at all times.
2.	Deputise for Team Manager as required and support the Team Manager in service planning activities, reviewing the services to ensure value for public money and potential efficiencies maximised.
3.	To monitor performance of all delegated staff and ensure their compliance with performance targets, effective use of own time and co-operative working with stakeholding partners. Quality intervention and excellent standards must be developed through quality assurance audits, etc.
4.	Contribute to and communicate the strategic vision for Children's Services which inspires, motivates, and encapsulates the organisational commitment to supporting families, protecting children and providing safe and stable childhoods for children in care. Champion this vision and drive this with all staff so that it is applied to everyday practice. Continuously evaluate how best to keep the vision a reality and the team engaged with it.
5.	To keep abreast of changes required in relation to practice through legislative changes, good practice guidance and identification of the need to address practice in certain areas, which could be as a result of quality assurance activity. In conjunction with stakeholders develop innovative ways to upskill and update the Children's Services workforce through a flexible learning and development offer.
6.	To motivate and drive the engagement of children and families in order to seek views which can be collated and analysed and informed practice going forward.
7.	To have close working relationships with all other relevant agencies both statutory and voluntary such as Universities and education establishments, LSCP, Talent Team, in relation to learning and development and workforce recruitment.
8.	To appraise the Children's Services Team Manager or Head of Service of any potential risks to the organisation or service area and take action to address these risks.
9.	To ensure all staff are aware and take account of the County's Health and Safety procedures.
10.	That all staff are trained in equality and diversity and that delivery of service is in accordance with Lincolnshire County Council's Equal Opportunities Policy.
11.	To supervise a team of children's services practitioners undertaking a range of duties including Learning and Development Officers and Practice Educators.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
4 years post qualification experience in a relevant children's service environment.	A/I	Y	
Recognised qualification in Social Work (Degree, PGDip or MA/MSc)	A/I	Y	
Demonstrate a high level of knowledge and skills in a Children's Services area (0-18) or acute service and communication.	A/I	Y	
To have a high level of knowledge of the legislative framework that governs children's services.	A/I	Y	
To be able to demonstrate management and supervision skills in directing staff to ensure service user needs are met effectively and efficiently	A/I	Y	
To be able to evidence experience and skills in delivering training and developing staff	A/I	Y	
Excellent written communication skills with the ability to write succinct and accurate reports which summarise findings and identify recommendations	A/ I	Y	
Excellent communication skills with a fluent ability to present findings and summaries of reports to Children's Services Managers	A/ I/ P	Y	
An exceptional ability to analyse monitoring and evaluation information	A/ I	Y	
Maintaining own professional development and keep abreast of	A/ I	Y	

research and practice and support staff			
Demonstrably high level of organisational skills and the ability to prioritise high demand	A/ I	Y	
Developed IT skills to enable operation of standard electronic systems	A/ I	Y	
A clear understanding and ability to ensure the delivery of all services within an equal opportunities' framework	A/ I	Y	

*A = Application form T = Test/Assessment I = Interview P = Presentation