

JOB SUMMARY

Post Title	Team Manager Next Steps (Care Experienced Young People)						
Job Family	<i>Service Delivery</i>	Pay Range	13	Line Manager to others?	Yes /No	Role profile ref	<i>SD13</i>
Service Area	<i>Children Services</i>						
Line Manager	<i>Service Manager for Corporate Parenting</i>						
Location	<i>County Hall, Newport</i>						

Job Purpose

Team manager for the Next Steps team who support Care Experienced young people aged 18-24 years of age.

Job Context (key outputs of team / role to provide some specific examples of role profile accountabilities)

- To manage a team of personal advisers
- To ensure care experienced young people receive the support they require through the oversight and review of pathway plans.
- Responsible for the improvement, reporting and reviewing of team performance
- To work with partner agencies and other local authority departments to ensure care experienced young people receive the support to meet their needs and pathway to living alone.
- To work closely with other team managers within the corporate parenting service to ensure a
- To represent the Next Steps team at the corporate parenting board
- To review and build upon the local authority offer for care experienced young people

Knowledge, Skills and Experience

Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
Proven ability to influence based on facts and evidence, a range of audiences with differing competence and abilities. Ability to communicate one to one and with specific client groups.	<i>Ability to communicate with young people, colleagues and professionals at all levels. The ability to respectfully challenge when needed and to deal with challenging conversations</i>		x
Significant relevant experience managing service delivery in a similar environment, with expert knowledge of the service area, the authority and wider sector / external influences.	<i>The need to manage a team of personal advisers, to have understanding of the key legislation in respect of care experienced young people and being a corporate parent. Must have an excellent understanding of the impact of trauma, attachment and adverse childhood experiences on the developing children and young people</i>	x	
Strong and demonstrably effective communication, interpersonal and presentation skills. Ability to understand and explain complex information to a range of audiences. Proven ability to negotiate with, persuade and influence others in complex or politically sensitive situations.	<i>The need to act as a corporate parent and advocate for a young person group that often faces stigma and discrimination.</i>	x	
Good ICT skills including both standard Microsoft applications and specialist systems.	<i>It is expected an understanding of Microsoft suite of tools as well as case work management systems</i>		x
Expert knowledge of the specialist work area and relevant legislation, regulations, processes, systems, procedures and standards. Wide	<i>Must have detailed understanding of the social work law and regulations in respect of cared for children and care experienced young people</i>	x	

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reaching knowledge of other areas of the authority relevant to the service and of wider sector / external influences. Experience of contributing to the design and development of strategies, procedures and practices.			
Manager only Proven ability to manage, develop and motivate a multi-disciplinary team/s of professional and/or vocationally qualified and support staff. Budget, financial assessment (where relevant) and contract management experience. Experience of representing the work area in a professional / legal capacity.	<i>Will be responsible for the management of a team of personal advisers, including supervision, case load management, recruitment when necessary. Decisions are required daily with regards finance including setting up home grants and accommodation.</i>	x	
Strategic planning and organisational skills, with proven ability to prioritise and co-ordinate workloads, monitor and evaluate work, to ensure deadlines are achieved.	<i>Must have the ability to prioritise needs of the team and young people, supporting with workloads and allocation of young people. Must have a good understanding and experience of the importance of team performance, how to monitor and improve and the impact performance has on young people</i>	x	
Experience of multi-disciplinary and partnership working and awareness of the issues involved. Experience of chairing meetings and leading working groups.	<i>The role will involve working with many partners, therefore an understanding of their roles and perspectives is required to work within a multi-agency framework</i>	x	
Excellent planning and organisational skills to manage a complex multiple workload, prioritise and set deadlines and cope with conflicting and changing demands.	<i>The role demands the candidate must evidence excellent planning and prioritisation skills as the role and demands can change quickly depending on the needs of young people and service demands</i>	x	
Qualifications			
Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
May require relevant certifications including evidence of fluency in English language.			x
Educated to degree standard or equivalent.			x
Relevant professional / vocational qualification	<i>Social work qualified</i>	x	
Other Requirements			
Organisation Structure (optional)			