

MEDWAY COUNCIL - JOB PROFILE

JOB TITLE	Designated Social Care Officer SEND
DIRECTORATE	Children and Adults
SERVICE AREA	Children's Social Care
RESPONSIBLE TO	Head of Service
GRADE	SW5
JOB FAMILY/LEVEL	PSW0387

MAIN PURPOSE OF JOB

The Designated Social Care Officer (DSCO) will strategically lead in embedding the social care elements of the SEND strategy across the local authority and ensure compliance with legislative requirements of the SEND Code of Practice (2015), as well as meeting statutory responsibilities under the Children and Family Act (2014) and Care Act (2014).

The role will inform and influence the direction of wider SEND services, working on the interface between Health, Adults and Education services. The DSCO will have in-depth knowledge and understanding of both social care processes and the SEND reforms agenda and will look to strengthen practice and generate solutions, as well as redesign our offer for disabled children in collaboration with Commissioning.

Key to success will be the ability of the post holder to negotiate with and influence others and to build and nurture effective partnerships. Working collaboratively with a wide range of stakeholders across the Local Authority, particularly Adults Services and Education SEND services, as well exploiting opportunities for co-production with partners within and outside of the Local Authority, including health partners. The post holder will represent Medway Council Children's social care at key regional and national events and will be a source of expert professional advice on SEND reforms relating to social care within Medway and will seek to learn nationally from the evidence base of best practice.

The post holder will be experienced in strategically leading services, supporting, and encouraging a culture where good social work practice can flourish. Critical to this, will be expertise in leading on inspection preparation for Children's and Adults Social Care for the SEND inspection, as well as ensuring a proactive response to anticipated changes in legislation or national policy.

ACCOUNTABILITIES

Develop strategies, action plans and processes which support and enable the SEND reforms agenda to become embedded within social care operations and practice.

Contribute to and influence SEND organisational design in Social Care and assist in the development of the Disabled Children's Service as well as work with the whole of Children's Services in respect of children with an EHCP Plan.

Establish and lead a network of social care SEND 'champions' and link workers in the 0-25 service and across Children's Social Care. Facilitating and overseeing the implementation of the SEND agenda within social care through this network and gathering insight and intelligence from them and other groups such as the parent carer forum to inform future planning.

Responsible for developing social care aspects of the Local Offer that provide relevant advice and information and meet all legislative requirements.

Analyse complex and varied work strands across functions, services, and agencies in order to identify and exploit opportunities for co-production and integrated working between social care, health, and education to progress SEND reforms agenda.

Work collaboratively with social care directors, heads of service and service managers to ensure social care meets statutory responsibilities under the Children and Families Act (2014) and Care Act (2014), and to drive forward organisational culture change aligned to the SEND reforms.

On behalf of Children's Social Care lead on collaborating with the ICB to develop a joint accountability (and funding) framework. Support work to ensure consistency of threshold and funding decisions for children's care packages, including chairing relevant panels, and acting as a member of others.

Lead on the social care elements of the local authority's self-evaluation process to ensure readiness for SEND Ofsted and Children's Social Care Ofsted inspections.

Involvement in and initiation of varied multi-stakeholder projects and work streams. Themes include participation and engagement, person-centred approaches, joint working initiatives, outcomes frameworks, operational function design, IT systems connectivity, EHC processes, quality assurance, joint commissioning, Early Years, Preparing for Adulthood, the Local Offer.

Contribute to social care workforce development by formulating a programme of blended learning/training relating to the SEND reforms across varied audience profile and functions.

Complete audits (and quality assurance against the performance indicators) to ensure Medway is a learning organisation that continues to deliver evidence-based practice delivering the right support, to the right family at the right time ensuring the service is good to outstanding in their practice.

Chair meetings, lead working parties, take responsibility for key areas of service development, and represent the service as required.

Lead on the relationship with ICB in respect of children with SEND, and to develop the Joint Accountability (and funding) framework.

CORPORATE ACCOUNTABILITIES

To actively promote the Council's Fair Access, Diversity and Inclusion Policy and observe the standard of conduct which prevents discrimination taking place.

To ensure full compliance with the Health and Safety at Work etc Act 1974, the Council's Health and Safety Policy and all locally agreed safe methods of work.

To fully understand and be aware of the commitment to Section 17 of the duty of Crime and Disorder Act 1998 to prevent crime and disorder.

At the discretion of the Head of Service, such other activities as may from time to time may be agreed consistent with the nature of the job described above.

ACCOUNTABILITIES TO CHILDREN AND YOUNG PEOPLE

The children and young people of Medway have said the following qualities are really important to them:

- ✓ Be a good listener
- ✓ Be non-judgemental
- ✓ Be consistent and Stable
- ✓ Be contactable
- ✓ Understand me
- ✓ Be honest
- ✓ Be Focused
- ✓ Be realistic
- ✓ Be a good timekeeper
- ✓ Be resourceful in your approach

Be ambitious for young people and promote others to share the same drive.

Champion Children and Young People's views and rights in everything you do.

#Make it Medway

Ensure Children and Young People's voices are listened to and acted upon.

'Do what you say and say what you do'.

PERSON SPECIFICATION

All criteria is essential unless stated otherwise.

Each of the criteria listed below will be measured through the application form/CV and an interview. You must provide a supporting statement as part of your application evidencing how you meet the person specification.

Assessment Method: Application (A) Interview (I)

QUALIFICATIONS

- Diploma or degree in Social Work, CQSW, CSS or equivalent (A)
- Registration with Social Work England (A)
- Management qualification or evidence of appropriate experience and willingness to undergo training. (A)

EXPERIENCE

- Demonstrable post qualification experience of working with children and young people with SEND and their families. (A)
- Proven track record in strategic planning and leadership. (I)
- Experience of organising, chairing or regularly participating centrally in meetings/conferences involving Senior Managers and decision makers. (A)
- Experience of successful working with a wide range of stakeholders including children and young people, parents, and carers and those within social care, education, and health (including the voluntary sector). (A)
- Evidence of effectively and sensitively dealing with a wide range of people regarding difficult and complex issues including the use of effective negotiation. (A/I)

KNOWLEDGE

- Knowledge and experience in the application of relevant legislation, statutory guidance, standards and local policies and procedures. (I)
- Evidence of knowledge, understanding and practice in relation to the implementation of SEND legislation, particularly within social care. (I)
- Evidence of understanding and ensuring compliance and best practice in respect of the regulatory frameworks including the Ofsted framework for SEND inspection and Children's Social Care Inspection. (I)
- Knowledge of roles and responsibilities of key children's agencies. (I)

SKILLS

- Demonstrable ability to build sound, productive working relationships with colleagues, partners, and families. (I)
- Communicating clearly and persuasively both orally and in writing to a varied audience profile, including writing reports, guidance, templates, presentations, training materials and programmes. (I)
- Strong influencing and confident interpersonal skills to achieve best outcomes for children and families whilst balancing Social Care and the local authority's interests. (I)
- Thinking creatively and challenging the norms: existing practice, process to achieve the best outcomes for children. (I)

OTHER REQUIREMENTS

- Car driver and daily use of a car for business purposes
- Enhanced DBS Check

ORGANISATION

(i) DESCRIBE HOW AND BY WHOM THE POST IS MANAGED

The post holder will be line managed by the Head of Service

(ii) DESCRIBE THE LEVEL OF INITIATIVE AND/OR INDEPENDENCE EXPECTED OF THE POST HOLDER

The post holder will manage his/her own time effectively working directly with a broad range of partner agencies and other departments in Children's Services using his/her own initiative to ensure procedures are followed and targets are met.

(iii) DESCRIBE ANY SUPERVISORY/MANAGEMENT RESPONSIBILITIES

The post holder will have direct line management responsibility.

(iv) JOB CONTEXT - DESCRIBE THE MAIN CONTACTS, BOTH INTERNAL AND EXTERNAL AND THE PURPOSE OF THOSE CONTACTS

The post holder will be required to liaise with all stakeholders both internal and external to the organisation, including working with Police, YOT, Youth Service, Education services, Health, Schools, and other professionals both within and outside of the team, young people and their families.

FINANCIAL ACCOUNTABILITIES

The post holder will be responsible for the successful management of a delegated budget and delivering services in line with the agreed budget.

WORKING ENVIRONMENT

The post holder will be based in one of Medway Council's establishments.

WORKING STYLE

The workstyle for this role has been assessed as 'Hybrid'. This means the post holder will have a flexible workstyle and be able to work from a variety of locations. There is an expectation that the post holder will be office based for a minimum of 2 days each week.

This post is exempt under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be subject to an Enhanced Disclosure application to the Disclosure and Barring service (DBS)

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