

Rutland County Council

Job Description

Job Title:	Senior Practitioner Children Centre & Early Years
Grade:	P02
Department:	People
Team:	Early Intervention
Line Manager:	Service Manager, Early Intervention SEND & Inclusion

Purpose of the Job:

To lead and manage the delivery of our Children's Centre services and our Early Years inclusion offer in line with the strategic objectives within our Children and Young People's Plan and our Early Help Strategy.

To design, co-ordinate and deliver a range of early and targeted interventions, delivered through a 'community hub' model which provides accessible, holistic and joined up support for children, young people and families at the earliest stages.

Key responsibilities:

1. To develop an integrated and responsive early help support model predominantly based in the community working with children, families and partner agencies.
2. To create and maintain pro-active working relationships with partner agencies and to design, deliver and enhance a range of evidence based early help provision, building community capacity and service provision in a sustainable way.
3. To actively seek user involvement in developing and shaping early intervention support, analysing local data and needs in order to shape and target services to families with the greatest needs.
4. To provide line management and leadership to a motivated team and ensure they excel in their role, providing effective monthly 1-1 meetings and high quality case supervision and robust case management oversight, performance reviews and effective performance management ensuring the delivery of quality services and positive outcomes for children and families.
5. To support the team and multidisciplinary partners to utilise the Early Help Assessment and Team around the Family processes that enable interventions that are child centred and have measurable outcomes for families.
6. To maintain the effective delivery of the Children Centre Community Hub functions and objectives in line with statutory regulations to maintain a safe and secure environment for the team and for children and families, in line with our policies and procedures.



7. To develop an integrated early years and inclusion pathway, developing coherent support which promotes children's learning from the early years into primary school.
8. To work closely with early years settings to identify, assess and support those children who require additional support. Working in partnership with the Education and Skills Service to implement effective inclusion strategies which prevent the escalation of need and promote responsibilities of providers to deliver inclusive education and whole sector school improvement.
9. To contribute to the evaluation and monitoring of outputs and outcomes from early intervention processes and support to help families receive the right support at the right time. To track and monitor the progress of children and families in the early help system and provide outcomes data in respect of the key statutory areas.
10. To undertake robust performance management and quality assurance of services to monitor and report on their effectiveness and utilise this information to respond accordingly.
11. To provide regular reports to the Service Manager and the Children's Centre Governance Group to facilitate the ongoing development and improvement of early intervention services to meet corporate quality assurance and performance management requirements.
12. To act in accordance with the principles set out in the Employee Code of Conduct and the Council's Values, recognising the duty of all public sector employees to discharge public functions reasonably and according to the law.
13. To comply with the Leadership and Management Behaviours in order to contribute to the achievement of the Council's strategic aims and objectives.

This job description indicates the main areas of activity of this post. From time to time, however, other tasks/duties may be required but these will fall within the general areas of responsibility and grade of the post.

Person Specification

Qualifications	Educated to degree level or equivalent professional qualification in a relevant children and family field.
Experience	<p>Significant experience of working in a leadership and management role within an early intervention, community development or social care environment.</p> <p>Significant experience of working in partnership with a wide range of agencies to drive service delivery and continuous improvement.</p> <p>Resource management experience including managing and reporting on staff resources, financial management and business planning.</p> <p>Experience of using IT case management systems to record referrals, assessment, plans and case recording.</p>



Knowledge

Sound knowledge and understanding of appropriate legislation and national policy for children services and an ability and commitment to the protection, safeguarding and inclusion of children and young people.

Skills

A passionate and committed individual with excellent interpersonal skills and a proven ability to engage a wide range of audiences, including those who find it hard to engage with services.

Excellent strategic thinking and partnership working skills and an ability to inspire and encourage co-production, building positive and lasting working relationships.

Ability to deal with challenging situations and work under pressure.

An effective communicator with a proven track record of leading people and being able to hold challenging conversations in the interest of children and families.

A creative thinker who brings a sense of innovation and inspires others and is aspirational for all children and families.

Values

Able to recognise discrimination and be proactive in ensuring the Council's policy is put into practice.

Displays commitment to the inclusion of all children and has full regard for children with additional need and their families.

Flexible in working patterns to fulfil commitments often outside the working day.

Must be mobile and able to work from various locations.

