

Job Title: Service Lead : Partnerships, Early Help and SEND Support	Role Profile Number: PCDH94
Grade: T	Date Prepared: May 2021
Directorate/Group: Children, Families and Community Health	Reporting to: Head of Partnerships, Early Years, Early Help & SEND Support
Structure Chart attached:	No

Job Purpose

- To work as part of the Senior Leadership Team, deputising for the Head of Service.
- To lead the future development of Supporting Families (previously Troubled Families Programme), Targeted Family Support Services (Team around the Family) and Team around the School strengthening processes for Early Help and SEND Support
- To lead the implementation of place based whole family working across Children’s Services ensuring the alignment with Strength Based and Transitions groups.
- To develop fully accessible, quality Family Hubs
- To be accountable for the quality of SBC Family Intervention and Support Services
- To work constructively with internal and external partners, stakeholders and agencies to ensure a creative and integrated approach to Early Help and SEND Support.
- To take responsibility for the implementation of successful funding bids including the development of performance frameworks to measure impact and provide reports to funding bodies.

Key Accountabilities

- To develop and implement the Early Help and SEND Support strategic delivery plan
- To effectively manage and lead a team of operational managers with responsibility for the Early Help Hub, The Family Service, Parenting Hub, SEND support, Family Group Conferences, Restorative Conferences, New Beginnings and Therapeutic social work.
- To embed a performance culture that delivers results in terms of better outcomes for children and young people.

- Ensure all services are delivered within and to budget.
- Ensure effective risk management arrangements are in place to maximise the ability to identify and take up new opportunities.
- Analyse performance data and hold Operational Managers, Professional Leads and Co-ordinators to account for service delivery.
- To provide effective leadership for the development of policy and procedures pertaining to Early Help and SEND Support.

Supplementary Accountabilities

- Develop place based working practices across 0-19 services (25 with SEND)
- Develop a comprehensive workforce development programme across FISS and with our partners to strengthen whole family holistic strength based work.
- Flexibility to undertake reasonable tasks within the scope of the job role across other areas of Children's directorate as required.

Knowledge & Experience

Candidates must have substantial knowledge and experience in the following areas of business and will be required to provide evidence of this:

- Experience of early help, preventative and community-based services for children, young people and families in context of current child legislation, and statutory requirements.
- Experience and knowledge of SEND support interventions
- Substantial strategic and operational leadership and management experience.
- Management experience of operational teams providing services in a statutory and multi-agency environment.
- Excellent verbal, written and influencing communication skills, including the ability to articulate and disseminate a vision; to present clear, accurate and concise reports to a wide range of audiences reflecting political sensitivities where appropriate.
- Strong analytical and project management skills, and the ability to use data and information intelligently
- Competent ICT skills including Microsoft Office packages (or similar).
- Comprehensive knowledge of the statutory duties placed upon Swindon Borough Council under the Children Act 1989 (as amended), The Children and Social Work Act 2017, Keeping Children Safe in Education 2020 (KCSIE), Working Together to Safeguard Children 2018, Childcare Act 2006 (amended in 2018).

Qualifications

- Qualified to degree level (or equivalent) in health, education, youth, social work, early years or similar, or relevant compensatory experience.
- A management qualification.

Decision Making

- Prioritisation of work to maximise impact and effectiveness
- Ability to work flexibly under pressure and with resilience
- Ability to make complex decisions that will have direct impact on children and young people and have far-reaching consequences on safeguarding matters
- Responsibility for the allocation of resources
- Financial decision making and responsibility for budget monitoring and for the control of income and expenditure
- Ability to contribute to the short and long-term planning processes and to problem solving.

Creativity and Innovation

- To produce and present detailed and complex reports for a range of audiences
- Credibility, integrity and ability to manage through change.
- To make best use of buildings across Swindon with partners to create high quality fully accessible family hubs.

Job Scope Number and types of jobs managed <ul style="list-style-type: none">• Directly line manage up to 6 Operational Managers Typical tasks supervised/allocated to others <ul style="list-style-type: none">• Line management of up to 6 separate teams including Family Support, Early Help Hub, Family Group Conference, Parenting Hub, New Beginnings, SEND support.• Budget oversight for teams directly line managed	Budget Holder	Yes
	Responsibility	Approx £3m
	Asset Responsibility:	Joint responsibility with property colleagues for SBC buildings and Family Hubs including shared spaces within schools.

Contacts and Relationships

(how the role relates to the work of others i.e. officers, groups, committees, general public, members, partner organisations, internal and external contacts of the council)

- Wide range of audiences both internal and external including children, young people, families, front line practitioners, councillors, politicians, senior leaders from within the council and statutory partners including Health, Education and Police.
- Commitment to user-centred restorative/relationship strength based approaches.
- Understanding, commitment and role model for all anti-discriminatory practice.

Values and Behaviours

We strive to underpin our culture of being 'At our Best' through strong management and authentic leadership. This means getting the management basics right. We own and demonstrate accountability, both individually and collectively, and aim to get things right first time. Building on this we also expect everyone at SBC to demonstrate and live our organisational values and behaviours, by displaying:

- Accountability at all levels
- Customer care and pride in what we do
- Continuous learning and evaluation
- Valuing one another and the contribution each of us makes

Other Key Features of the role

(working environment / emotional / conditions i.e. regular outside work, unpleasant or hazardous conditions, practical demands such as standing, carrying or working in constrained positions, potential verbal abuse and aggression from people, or risk of injury).

- Flexible working hours with the ability to attend some evening meetings.
- Requirement to travel around the Borough and other locations in the region and the country as required.
- Applicants must demonstrate an ability to work to promote equality of opportunity and outcomes for the Council's target groups.

Employee Signature:	Print Name:
Date:	
Line Managers Signature:	Print Name:
Date:	