



## Role Profile

<b>Job Title:</b> <b>Children's Services Auditor</b>	<b>Role Profile Number:</b> SBC_12205
<b>Grade:</b> 11	<b>Date Prepared:</b> 10/06/2024
<b>Directorate/Group:</b> <b>Children Services</b>	<b>Reporting to:</b> Service Manager Quality Assurance

### Role Purpose

The postholder will play a vital role in evaluating the quality and impact of social work practice so that staff and leaders understand how well we are doing and are able to target improvement activity in those areas where it is most needed. Vulnerable children need high quality services to improve their lives and this role is integral to ensuring quality is delivered and practiced every day. The postholder will also play a key role in ensuring compliance with statutory and local policy and guidance. They will produce a range of reports on audit activity for senior leaders and support the development of learning and development to ensure related practice is improved. Audits will be conducted across the range of Children's activities.

### Key Accountabilities

- Undertake in-depth case audits, working alongside staff and team managers to evaluate the quality and impact of practice and improving children's lives.
- Foster and promote a culture of high support and high challenge and understand the importance of bringing the experience and voice of the child to the very heart of all we do.
- Obtain and evaluate the view of children, young people, families and professional partners about the quality and impact of practice.
- Undertake extensive thematic case sampling to understand and report on the quality specified elements of practice as determined by the Family Safeguarding Model.
- Use audit outcomes and experience to coach social workers and managers in good practice, helping them to build on existing strengths and eliminate areas of weakness in practice.
- Train and coach managers in effective auditing.
- Undertake audits on supervision of practitioners.
- Moderate case and case sampling completed by others so we can be confident evaluations and judgements are evidence based with a clear understanding of 'what good looks like'.
- Analyse and collate audit findings across the service so they can be reported routinely to leaders to inform practice improvement and workforce development activities.

- Present audit findings and lessons learned to groups of practitioners, managers and leaders and to external bodies if requested e.g. DfE and Ofsted.
- Demonstrate awareness of equal opportunities and other people's behavioural, physical, social and welfare needs.
- Comply with all relevant policies, statutory guidance and laws and be responsible for maintaining professional knowledge.

### **Knowledge & Experience**

*Candidates must be social work qualified and have strong knowledge and experience in the following areas of social care and will be required to provide evidence of this:*

- Experience of preventative work in social care alongside research, case law and policy knowledge. The postholder will have in-depth knowledge of social work practice and the legal and policy frameworks that govern it.
- The postholder will know what good social work practice and good outcomes for children look like.
- Extensive experience of audit methodology including how to capture and report on findings, learning, understanding operational and strategic requirements.
- The postholder will ideally have experience of the Family Safeguarding model.
- Be able to demonstrate experience of working with social workers to develop an accurate view of quality and impact of practice. Strong relationship building skills, inspiring confidence and giving constructive feedback.
- Knowledge of relevant legislation, regulations and guidance and latest research on social care matters that affect children, young people and families.
- Experience of writing reports, plans and policies, liaising with other departments where needed e.g. Legal, Human Resources.
- Experience of delivering presentations along with being skilled at presenting complex audit findings to a range of different audiences.
- Experience of developing and using quality assurance systems and processes for monitoring and evaluation
- Evidence of analytical ability and to be able to use data to identify lines of enquiry. Be able to triangulate evidence in evaluating practice and set out logically the reasons for judgements on childrens' cases – drawing out themes and trends from different audits and other QA information.
- Experience of using audit processes as a development tool for social workers and managers, giving clear feedback and helping them to identify ways to improve.

### **Qualifications**

- Professional social work qualification (degree or diploma) – essential.
- Registered Practitioner with SWE England - essential.

### **Decision Making:**

- Responsibility for working closely with staff to conduct audits and decide if the quality of practice is suitable and delivered to the required standard.
- Advising managers and senior leaders on matters within the areas of responsibility and audit findings that could impact the service overall and providing improvement focussed actions to ensure inadequate practice is addressed.
- Ability to make evidence-based decisions in line with relevant statutory legislation and good practice guidance.
- Ability to analyse complex information and guidance and translate into practice plans, policies and briefings.

**Creativity and Innovation:**

- Able to use own initiative; think laterally, to take a problem-solving approach to support the development of audit plans, processes and service improvement areas.
- Excellent written and verbal communication skills.
- Influencing and negotiation skills in designing and developing new approaches to practice and service delivery to deliver best outcomes for vulnerable children.
- Ability to work in a collaborative manner with staff.

**Job Scope:**

<p><b>Job Scope</b></p> <p><b>Number and types of jobs managed</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul> <p><b>Typical tasks supervised/allocated to others</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>	<p><b>Budget Holder</b></p> <p><b>Responsibility</b></p> <p><b>Asset Responsibility:</b></p>	<p>Yes</p>
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**Budget and resources:**

**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)*

- Communicating clearly to a range of audiences internally at all levels and externally with partner agencies if required.
- Excellent written and oral presentation of audit findings and information as part of formal reports, lessons learned and plans.
- Experience and ability to chair meetings effectively.

**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).

<b>Employee Signature:</b>	Print Name:
<b>Date:</b>	
<b>Line Managers Signature:</b>	Print Name:
<b>Date:</b>	