

## **Short Breaks Practitioner Lead (CYPDS 0-25) Job Profile**

**Job Title: Short Breaks Practitioner Lead (CYPDS 0-25)**

**Job Grade: Level 4 Zone 1**

**Salary Range: £43,004 - £49,131**

### **About Camden:**

'Camden' is building somewhere everyone can thrive, by making our borough the best place to live, work, study, and visit. Because we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

### **Role Purpose:**

Short breaks support and services form one element of the support offered by Camden Council to children and young people with disabilities and their families. Short Breaks Practitioners role is to undertake regular strengths-based short breaks reviews of social care packages of support for children and young people who have severe to profound disabilities and/or complex health needs. It is essential that the Short Breaks Practitioner works in conjunction with the child and their family to ensure positive outcomes and enable the child to reach their full potential.

The purpose of the Short Breaks Practitioner Lead is to provide direct individual supervision and line management of Short Breaks Practitioners responsible for an allocated caseload of disabled children with complex health, educational and social care needs, and to directly oversee their duties under a Child in Need framework.

The role of the Short Breaks Practitioner Lead is to work closely with the Children's Health Integrated Service, taking referrals from them to support disabled children and their families during and after assessment by health professionals when additional needs are identified, and appropriate health interventions and support is put in place.

The Short Breaks Practitioner Lead will also support the progression of Self Assessments Referrals in CYPDS alongside Short Breaks Operations Lead, coordinate parents drop ins, and liaise with workers in e=Early Help or voluntary sector who undertake similar duties for wider children and families with SEN and Disabilities.

It is essential for the role to work closely with SEND colleagues and local educational establishments to ensure that the aims and objectives of the disabled child and young person's EHCP are met consistently. It will also be essential for the role to work in an integrated way with both children and children/ adult health colleagues as part of a systemic approach to meeting assessed need.

The Short Breaks Practitioner Lead will be responsible of management of work allocated, work with Education settings and SEND service to align the short breaks reviews of social care packages of support with the EHCP Annual Review, and strengthen the Preparation for adulthood conversation from Year 9 onwards.

Short Breaks Practitioner Lead will ensure that Short Breaks Practitioners will also focus on increasing the voice of disabled children, better evidence their views and wishes and lived experiences and manage parent's/ carers expectations, increased family resilience, and avoid escalation of need.

The role will require close liaison and positive working relationship with other statutory, private and voluntary organisations to ensure that the holistic needs of the individual are addressed, and outcomes achieved. The role will involve positively working as part of an integrated member of the Children and Young People Disability Service 0 – 25, providing both practical support and assistance to about families each year, working closely with the Short Breaks Operational Lead, CYPDS Social workers and the Children's Integrated Health staff.

**Example outcomes or objectives that this role will deliver:**

- To act as a supervisor for Short Breaks Practitioners caseload of disabled children with complex needs and their families.
- To organise staff learning, training and ensure they have good knowledge of early help offer, services available and processes related to Child in Need visiting and reviewing.
- To undertake caseload management, ensure allocation, work is completed and recorded, cases are deallocated in a timely manner and the reviews of Short Breaks are analytical, person centred and based on evidence.
- Ensure children are seen regularly and to undertake assessments of disabled children in their homes, as part of multi-disciplinary assessments and review.
- To support and encourage families to take part in the decision-making process enabling families to become as independent as possible in meeting the needs of their disabled child.
- To work in collaboration with staff in statutory and/ or voluntary agencies. Attend and positively contribute/ chair professionals' meetings, and care plan meetings when required as part of systemic multi agency working.
- To attend parents' forums and other external meetings as required and to promote awareness of the range of services on offer for disabled children under and over 5's to the community through newsletters and other publications.
- To make use of management information systems, including information technology, in the recording, retrieval and analysis of information as required by the Department.
- Identifying quickly and taking appropriate action when a child's needs warrant a change in their support, preparing reports before Panel, attend Panel and follow up actions agreed in Panels.
- The promotion of the child's continued health and wellbeing, including the promotion of independence and choice where appropriate. To promote awareness of the range of services on offer for disabled children, young people and their families.
- Have a good understanding of services available to disabled children and young people and their families and complete referrals on their behalf if required.

- To promote multi-disciplinary working and contribute to the development of integrated service delivery for disabled children and assist colleagues who are non-designated lead professionals.
- To help ensure that services offered by the team meet the needs of the multi-racial and cultural community in the Borough. To ensure that these services meet the needs of disabled children, young people, adults, and their families.
- To maintain case files, records of consultations, contemporaneous notes of visits, interviews, and telephone conversations, to complete appropriate forms and documents, reviews and correspondence according to Departmental Codes of Practice.

Note: All Camden employees are expected to be flexible in undertaking the duties and responsibilities attached to their post

### **Technical Knowledge and Experience:**

- **A first degree or equivalent which demonstrates academic and literacy ability to undertake the specific tasks of this role.**
- Good working knowledge of the pressures faced by families with children living in socially deprived neighbourhoods, the issues faced by/needs of disadvantaged families with children including discrimination and in particular the issues faced and needs of disabled children and their families.
- Experience of working with children with disabilities and of providing support to disabled children and their families in multi-cultural communities.
- Good Knowledge of the legislative framework relating to children particularly the Children Act 1989 and the Children and Families Act 2014 and the SEND framework.
- Knowledge of the factors affecting family and child outcomes e.g., attachment, play and learning, resilience, emotional well-being, transitions, parenting capacity, parental health, poverty, alcohol and substance misuse and domestic abuse.
- Experience of undertaking assessments of individual needs and/or risk; of designing and implementing care/transition plans; of monitoring and reviewing such plans over a period of time
- Ability to build and maintain effective working relationships at all levels internally and externally in order to achieve set objectives.
- Collaborative approach demonstrating mutual trust and support, within the council and with partners facilitating integrated working with a wide range of professionals including Health, Social Care and Education
- Ability to take responsibility for own work consistently achieving and delivering to time, and quality despite tight timescales and conflicting priorities.
- Proficient in using Microsoft Office Packages and IT systems.
- Excellent written and verbal communication skills.
- Demonstrate resourcefulness, innovation, and creativity and be open to ideas and challenge and committed to individual learning and development.
- Ability to identify and respond to risk to support the safeguarding and protection of children, young people and adults.

- Able to establish positive and effective working relationships with children, young people and families to ascertain their wishes and engage them in decision making processes.
- Experience of delivering evidence-based parenting programmes/ behaviour interventions (desirable)
- Hold an enhanced DBS check.

There may be the opportunity at Camden to undertake a formal Social Work qualification, through the apprenticeship scheme. This role has been identified as a role that would be able to support this opportunity.

### **People Management Responsibilities:**

- To effectively manage and take responsibility for 4 Short Breaks practitioners' caseload and their line management
- Ensure case files and recordings by staff are up to date.
- Ensure Short Breaks Practitioners regularly review and visit care plans and ensure the appropriate level of support is being provided.
- Allocate and ensure cases are reviewed early if the level of support is not meeting need.

### **Relationships.**

- CYPDS Social work Manager will oversee the role and line management.
- In addition, the post holder will build and maintain professional relationships with internal multi-disciplinary colleagues including health, education and social care as well as external stakeholders across statutory, voluntary and private sectors in order to ensure that positive outcomes for young people with complex disabilities.

### **Work Environment:**

Primarily based at 5 Pancras Square in Kings Cross, with additional offices in Kentish Town, if needed.

### **Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk.

### **Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

**Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

**Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

**Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG.