

Job Profile

Job Title: SEN Team Leader
Job Grade: Level 5, Zone 1
Salary Range: £53,857 - £61,470

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. In the SEND & Inclusion Service, we continue to have high aspirations for our children and young people with Special Educational Needs and Disabilities. We are building on our dynamic staff team and the role of the SEN Team Leader will work closely with the Operational Manager to ensure we are providing a high-quality service to our children and young people with SEND and strengthen relationships with our families and schools.

About the role

The SEN Team Leader will have a detailed knowledge and ability to effectively implement the Children and Families Act 2014, the SEND Code of Practice 2015, the SEND Local Area Inspection Framework and the SEND and AP Improvement Plan.

- The Team Leader will oversee the delivery of operational functions and manage Senior Case Officers, deputising for the SEN Operations manager in their absence/at their request.
- This role will be responsible for securing and maintaining high levels of compliance with regard to EHC Needs Assessments and annual review processes.
- The Team Leader will ensure reflective practice and effective casework management processes are in place, embedding processes to ensure a qualitative approach.
- The Team Leader will ensure that the voice of children and young people inform service delivery and approaches to meet the individual needs of children and young people.
- The team leader will ensure collaborative and relational based approaches are in place that result in positive experiences through the identification of aspirational outcomes.
- The Team Leader will develop relations and work closely with education providers.
- With a high level of expertise in SEND the team leader will hold complex cases and provide legally robust advice and information as required.
- Make timely decisions in accordance with governance and commissioning arrangements regarding the funding of EHC Plans.
- Influence and advice regarding the Strategic development of the SEN Team.

About you

- Experience of leading and managing an area of SEND at a management level.
- Comprehensive working knowledge and extensive experience of successfully translating SEND legislation into practice.
- Ability to develop and embed systems in relation to EHC Needs Assessments and annual review processes.
- Ability to support commissioning of educational placements, and of supported employment/apprenticeships and other training opportunities.
- Ability to develop and oversight of processes for
 - I. CIOC/Care leavers
 - II. Children EHE
 - III. Young people in custody or leaving custody
 - IV. Children EOTAS
 - V. Children missing education
- Ability to manage complex cases, remaining solution focussed in order to achieve positive outcomes for children and young people.
- Provide operational support to a team of Senior SEN Case Officers, SEN Case Officers and SEN Assistants
- Develop and embed systems in relation to:
 - i. Compliance
 - ii. Quality Assurance
 - iii. Continuous improvement
- Experience of working collaboratively with a diverse range of partners to inform service delivery and ongoing improvement.
- Able to use quantitative and qualitative information as a basis for analysing problems, agreeing actions and securing improvements in services.
- Proven ability to use and develop systems processes for quality assuring and improving the service.
- Ability to advocate for the service in a range of meetings with local area partners.

Work Environment:

This post will be required to be based in our Camden community for at least 60% of the working pattern, building relationships and informing practice across the SEND Local Area

People Management Responsibilities:

This post will have up to 5 direct reports and overall management responsibility for up to 10 team members.

Relationships:

The post will be based in the SEND & Inclusion Service and a member of the Senior Leadership Team reporting directly to the Head of SEND and Inclusion

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine our corporate services, and we'll redefine what a career can be.

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

We want Camden Council to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do. Click [Diversity and Inclusion](#) for more information on our commitment.

Flexible working

We recognise the importance of a healthy work life balance and support flexible working where possible. Working from home is balanced with time in the office to connect with colleagues, collaborate on projects and work with our communities and partners.

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 or post to 5 Pancras Square, London, N1C 4AG.