

Job Profile Information: Resources Team Manager

This supplementary information for Resources Team Manager is for guidance and must be used in conjunction with the Job Capsule for Job Level 5 Zone 1

Camden Way Category 4

It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee's contract of employment.

Role Purpose:

- To lead and manage the Resources Team to ensure the provision of a high quality, comprehensive, and cost effective service.
- To positively influence developments that affect social work practice and increase placements and assessment options
- To provide professional leadership and facilitate collaboration and partnerships within a multi-agency context with internal and external agencies
- To act as the specialist adviser on placement/assessment options for LAC and their families and contribute to the development of expertise in resource led services for LAC and their families
- To effectively use and translate statutory, community, voluntary and independent resources within the context of government legislation, Council and departmental policy in order to enhance best practice and contribute to better outcomes for children.
- To manage resources including all finances in relation to services for children and families and provide regular reports about service activity, costs and analysis for senior managers and Councillors

Example outcomes or objectives that this role will deliver:

- Commitment to delivering high quality, cost effective services and ability to develop appropriate performance indicators and undertake contract management
- Ability to assess need, develop, implement and manage a service plan and integrate budget planning.
- Ability to make appropriate assessments of private and voluntary fostering agencies, residential and assessment units and understand the responsibilities under Fostering Regulations, Care Standards Act 2000, the Children's Homes Regulations (England) 2015 and other relevant legislation, plan interventions and reviews of placements, have knowledge of resources, understand care planning including review and evaluation

- Ability to take responsibility for own work consistently, achieving and delivering to time and quality despite tight timescales and conflicting priorities
- Ability to undertake research and work with other staff in the discussion of practice issues and policy development to improve services
- IT literate with excellent written and verbal communication skills, including ability to produce complex reports and letters and present views in a clear manner
- Effective financial and budget management skills

People Management Responsibilities:

- Ability to provide leadership, line management and robust performance management to individuals and teams to successfully coach, develop and motivate colleagues and students;
- To ensure staff take responsibility for budgetary control requirements and encourage staff to be imaginative in their approach towards the purchasing and commissioning of services, seeking alternative funding where possible
- Understanding of role in multi-disciplinary setting with ability to develop and deliver services effectively focussing on internal and external customers, being innovative and creative, open to ideas and challenge and committed to individual learning and development.
- Able to establish positive and effective working relationships with children, young people, families and other professionals to ascertain their wishes and engage feelings them in decision making processes.

Relationships;

- The post holder holds responsibility within their team for the development and implementation of appropriate services and professional standards to meet the needs of all client groups in a multi-racial inner-city environment.
- The post holder will be required to promote integrated working, liaising with various teams and services both internally and externally. This will include negotiating and influencing outcomes, engaging and involving users and carers in reviews and liaising with other workers and agencies as appropriate. The outcome of these interactions will have a significant impact on the service provided to children and families

Work Environment:

- The post holder will be required to work as part of a team providing appropriate social work services to service users within an allocation and workload management system this will include participating in the office duty system as required.
- A key responsibility of this role is to provide maximum availability and support to the team. This involves regular direct work, joint working and reflective sessions. There is an expectation that post holders will work in a flexible manner, undertaking such other duties as may be required according to the needs of the service as directed by the Departmental Senior Management.
- This post will be managed by and receive supervision from the immediate line manager, including an annual review of performance

Technical Knowledge and Experience:

- You will need a relevant Social Work Qualification and be HCPC registered.
- A comprehensive knowledge of the legislative framework relating to children particularly the Children Act 1989, Fostering Service Regulations 2011, National Minimum Standards, Care Standards Act 2000, the Children's Homes Regulations (England) 2015 and other relevant guidance and standards governing work with children and families is required.
- Ability to lead, motivate staff and drive performance within a Team Management and Supervisory experience in social work
- Strong written and verbal communication skills with a diverse range of professionals. Assertive, with good interpersonal skills
- Analytical skills, negotiation skills, budget skills and ability to develop knowledge in current market trends in relation to placement procurement. Strategic and project management experience. Experience of safeguarding, care proceedings and court work
- IT skills in recording and maintaining data and record information system
- Demonstrable experience of staff management, training, service practice development, negotiation and partnership working
- Experience of providing professional supervision to qualified staff, including case consultation and case reviews;
- Experience of working closely in partnership with internal and external stakeholders and across agencies to deliver successful outcomes.

Camden Way Five Ways of Working

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

- Deliver for the people of Camden
- Work as one team
- Take pride in getting it right
- Find better ways
- Take personal responsibility