

Job Profile

Job Title: Head of Service for Special Education and Inclusive Intervention services (SEIIS)
Job Grade: Level 6 Zone 2
Salary Range: £72,636 - £88,257

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. This role sits within the Education Commissioning and Inclusion Division of the Supporting People Directorate and has a vital part to play to ensure that help and support are provided at the earliest and most appropriate opportunity to avoid the escalation of need. In doing so this addresses Camden's aim that everyone in Camden should thrive and services to address needs should be provided within or as close to Camden as possible.

About the role

As part of the Education Commissioning and Inclusion Division, to deliver and develop specialist services to the very highest standards, within the context of a Resilient Families Framework, Education Strategy (Building Back Stronger) and Area SEND Strategy.

The head of service will often work in a multi-agency context with officers drawn from across the directorate, other council services, health professionals, settings and schools, partners in the voluntary and community sectors and service users in the local community, ensuring that appropriate professional networks and processes are in place to deliver services for children with SEN&D.

To be a strategic lead in the delivery of the Camden SEND Strategy and engage the service teams in its effective and efficient delivery.

Example outcomes that this role will deliver:

- To provide the guidance, direction and management for Special Education and Inclusive Intervention Services (SEIIS) which includes:
 - SEN Assessment and Case Officer Teams
 - SEN place planning
 - Education Psychology Service
 - Dedicated resource management and support team (HNB etc.)
 - Inclusive Interventions Team (specialist teachers and practitioners)
 - Early Years Inclusion Team
- The development of well-functioning and clear relationships with parent forums and parent representatives, ensuring their voice and that of their children is reflected in decision making.
- To take a lead in ensuring that the local authority can meet its statutory responsibilities for children and young people with special educational needs and disabilities (SEND) in accordance with the requirements of the Children and Families Act 2014, to be the LA named lead for inspection of SEND service
- To develop and manage systems and processes that promote person centred planning keeping the views and wishes of the child and young person central, upholding the principles of the SEND Code of Practice 2015
- To take the strategic lead in developing the local authority's approach to equitable distribution of resources and funding for children with SEND within the resources available (budget management; implementation of approach to High Needs Block resource allocation and monitoring), in compliance with the financial regulations and Code of Practice.
- To take the strategic lead working in partnership with schools, multi-agency partners, parents, and young people to develop a continuum of effective and efficient provision for children and young people with SEND age 0-25.

- To collate and use data to inform provision planning and joint commissioning of services and the evaluation of effectiveness of practice.

About you

- A recognised postgraduate qualification in one of the professional areas within the service
- Experience as a senior manager within an education focused service
- Experience of taking a leading role for a strategic area of work in a local authority
- Well-developed negotiation skills and ability to exercise judgement in situations which can be highly emotive.
- Working knowledge of relevant acts related to Special Education Needs and the Code of Practice.
- To implement systems and processes that promote person centred planning keeping the views and wishes of the child and young person central, upholding the principles of the CFA 2014 and associated regulations and statutory guidance
- To minimise anxiety for parents/carers of children and young people through excellent, timely and transparent clear communication about statutory processes
- To effectively deploy staff to achieve all statutory and internally set deadlines, reviewing roles, and providing access to workforce development opportunities appropriately, ensuring all staff are performing at a level appropriate for the role and that systems are in place to monitor and evaluate performance

Work Environment:

The post is based in an open plan office situated at 5 Pancras Square where agile working is the norm. It involves travel to meetings at different venues within and outside the borough.

People Management Responsibilities:

The post will have seven direct reports and a team total of 50fte.

Relationships:

The post involves developing and maintaining positive relationships with a wide range of people including headteachers and Principals of educational settings, children, young people and their families the local authority and other agency partners.

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

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.

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