**Job Description**

**Senior Residential Worker**

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| **Service:** | Children's Residential Services | **Team:** | Children's Residential | |
| **Location:** | Lancashire – Countywide | | | |
| **Salary range:** | £31067 - £35,235 | **Grade:** | | 7 |
| **Reports to:** | Assistant Manager | **Staff responsible for:** | | No |

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| **Job Purpose** |
| A Senior Residential Worker plays a crucial role in ensuring the smooth operation of the home and the well-being of the children residing there. As a Senior Worker, you will set an example for other residential childcare workers and provide them with guidance and support as you take a leading role in implementing the individual care plans, health needs, and educational progress of children in your care.  You will also assist the Assistant Manager in managing the service and leading the team. As a Senior Residential worker, you will take a leading role in the promotion of  ***Children, young people and their families are safe, healthy and achieve their full potential.***  To deliver this vision, we have agreed on some key outcomes:  **Five Outcomes**  1. Vulnerable children and young people are safe from harm and build resilience.  2. Children and young people achieve their full potential in education, learning and future  employment.  3. Children and young people enjoy heathy lifestyles and know how to help others.  4. Children, young people and families have a voice in shaping the support they receive.  5. Children and young people live in Lancashire where they can enjoy a good quality of life, be  happy and want to stay. |
| **Accountabilities/Responsibilities** |
| **Vision, Strategy and Performance**  As a Senior Residential worker, your responsibilities include:  1. Ensuring the day-to-day delivery and effective implementation of the home in accordance with the Children's Homes Regulations and Quality Standards 2015.  2. Support staff teams in delivering quality care and support for our children in accordance with the Service Plan.  3. Creating and maintaining a culture within the home that aligns with the values and ethos of the Children's Residential service and wider Lancashire County Council.  4. Delivering the local authorities' responsibilities under the Care Standards Act 2000 and ensuring that you contribute to the homes operation in accordance with all relevant legislation for a children's home.  5. Running the home according to the Statement of Purpose to create a warm and stimulating environment that meets the assessed needs of young people.  6. Setting an example of practice that contributes to a performance culture that delivers results through rigorous challenge, disciplined delivery, and continual improvement.  7. Staying fully informed about national, regional, and local influences, legislation, council procedures, etc.  8. Providing leadership and direction to staff, setting out service goals, conveying how they support the fundamental purpose of the service, and energising staff towards their achievement while incorporating the Council’s values and behaviours.  9. Contribute to best professional advice, guidance, and information is available in an understandable and timely fashion to appropriate senior officers as required.  10. Sustaining and improving the overall reputation of the Council and acting in the best interests of Lancashire County Council through effective representations locally, regionally, and/or nationally.  **Effective Processes**  Responsible for:-   1. Taking a leading role in the implementation of the processes, practice, and systems in respect of the Service function. 2. Contributing to and ensuring that processes, practices, and systems are current, of a high standard, conform to best practice, comply with legislation and/or meet the needs of the Council within that service area. 3. Make informed recommendations and to the necessary action to amend service processes, practices and systems that lead to improved service delivery. 4. Maintain mechanisms for collecting a range of information and/or data on the service function and its performance. 5. Write reports and effective documentation regarding the home and children's progress in your care. 6. Ensuring that effective arrangements are maintained to secure the well-being and the health & safety of all employees and people delivering services for the Council.   **Organisation Learning, Growth and Sustainability**  Responsible for:-   1. Ensuring that you lead and contribute to a culture that promotes the growth and changes occurring within the Organisation 2. To fully support the role of Change Influencers within the Service 3. To ensure that the training and learning needs of the staff within the home are met, and gaps identified. 4. Provide positive leadership, acting with openness, honesty, and integrity, and instilling a clear sense of direction, priority and pace. 5. Leading staff in an inclusive way to deliver the Service plan objectives 6. Ensuring workforce capacity and capability and creating opportunities for development activities to maintain the professionally safe delivery of care and support to our young people.   **Service Delivery**  Responsible for:-   1. Taking a key role in the inspections of Residential children's homes. 2. Representing and supporting the creation and implementation of Care Planning and safeguarding processes for Young People. 3. Supporting the modernisation and continuous change and improvement programmes. 4. The leadership of the children's home under a delegation of responsibility from the registered home manager. 5. Supporting effective quality assurance and performance management mechanisms throughout the children's home and the wider residential service to ensure compliance with national and local standards and targets. 6. Ensuring that the voices of children and young people are heard.      1. Ensuring that the safeguarding of children and young people is of paramount importance.      1. Supporting the Assistant Managers and Registered Manager in the day-to-day financial management of the children's home and ensuring systems and practice adheres to corporate financial responsibilities 2. Coordination of keyworking for children and young people. 3. Producing and maintaining records on various digital platforms 4. Undertaking relevant training underpinned by the service ideology and assisting in meeting the training needs of other staff and volunteers, as required. 5. Take a leading role in staff meetings, contributing to achieving priorities and the overal agenda 6. Visiting parental/carers homes, schools, colleges or other settings as required. 7. Facilitating meetings which allow young people to have a say in the running of their home.   **Management of staff**  Responsible for:-   1. Coaching, leading and mentoring staff members, setting an example of good practice. 2. Supporting the Assistant Manager and Registered Manager in the management of the home under a scheme of delegation.   **Partnership and Collaborative Working**  Responsible for:-   1. Engagement with children, young people, and families to ensure that their requirements are at the heart of the design and delivery of services in accordance with the Council’s customer service strategy. Giving prompt attention to any complaints/concerns raised about the services/decision making of the team. 2. Building and promoting successful partnership working across agencies and with children and young people and their families. Ensuring that the needs of all stakeholders in Lancashire are met by modelling behaviour, which fosters equality of opportunity in service provision and employment. 3. Using internal/external relationships to get feedback on effectiveness of services delivered, continuously re-evaluate these services and make recommendations for, or take action to, make appropriate changes.   *Key tasks and accountabilities are intended to be a guide to the range and level of work expected of the post-holder. This is not an exhaustive list of all tasks that may fall to the post-holder and employees will be expected to carry out such other reasonable duties which may be required from time to time.* |
| **Other** |
| * **Equal Opportunities**   We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.   * **Health and safety**   All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.   * **Customer Focused**   We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times. |
| **Our Values** |
| **We expect all our employees to demonstrate and promote our values:**   * **Supportive**   We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.   * **Innovative**   We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.   * **Respectful**   We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.   * **Collaborative**   We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone. |

**Person Specification**

***Senior Residential Worker Grade 7***

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| **Ability, Skills and Experience specific to the functional team** |
| **Specific to Children's Residential**   * Excellent communication skills with proven ability to work across a multi-disciplinary spectrum at an operational level. * Contribute to the processes which promote good outcomes for children, as the children's residential service continues to develop and grow * Establish partnership and collaborative working to ensure delivery of consistently high standards of service. * Ensure high standards of practice, including the assessment and management of risk, establishing and maintaining quality assurance in support of continuous improvement. * Financial competence, prioritising the use of resources in doing so. * Monitor the performance of the team, processes are completed to ensure a high standard of service is delivered consistently to all children and families. * Able to demonstrate personal integrity, probity, and professionalism. Demonstrating impartiality in all activities with others to build and maintain trust, respect and credibility. * Demonstrate clear knowledge and understanding on children's home practice and children's social care issues. * Ability and skills to coach and mentor children's residential team members. * Understanding of the Fostering Adoption, Residential Service (FAR) * Skills and ability to contribute to the shape of and the continuous development of our services. |

All the following requirements are essential unless otherwise indicated by \*

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

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| **Qualifications** |
| * QCF4 or NVQ3/4 L&D Award or equivalent * Social Work Degree, CQSW, CSS, Dip SW (non-essential) |
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| **Experience** |
| * Experience working within Residential Children and Young People's Services or equivalent * To have a coaching role for the professional development of staff (Desirable) * Experience of Child Care Planning and the Implementation of plans * Experience of working with external agencies (Desirable) * Setting priorities and allocating tasks * Partnership working with other statutory and voluntary agencies |
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| **Essential knowledge, skills & abilities** |
| * A level of ability in both verbal and written communication * knowledge of children's legislation, practice and procedures * Ability to motivate and lead staff members (Desirable) * Knowledge of the authorities' strategic policies and procedures (Desirable) * Analytical skills and problem-solving capabilities * Ability to build and maintain effective relationships and networks (Desirable) * Ability to work to deadlines and within given parameters in evidencing targets set * Understanding and use of IT systems |
| **Other essential requirements** |
| * Commitment to equality and diversity. |
| * Commitment to health and safety. |
| * Display the LCC values and behaviours at all times and actively promote them in others. * DBS clearance will be required * To work on a rota, which will include sleep in duties, weekend and bank holiday working when necessary. |