

Job Description

DIRECTORATE:	Social Services and Wellbeing
DEPARTMENT:	Children's Social Care
POST:	Deputy Head of Children's Social Care
GRADE OF POST:	GR18
RESPONSIBLE TO:	Head of Children's Social Care

JOB PURPOSE:

To support the Head of Service in leadership and management responsibility for the Council's Safeguarding and Assessment services for children and young people and their families. Supporting Corporate Director of Social Services and Wellbeing in providing assurance on the quality and performance of children's social care.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- To actively support the Head of Service in:
 - formulating, reviewing and developing strategies and policies that reflect the objectives of the Council
 - maintaining high standards of management and governance
 - delivering Directorate priorities in line with the Medium Term Financial Strategy
 - taking a lead responsibility for authority wide initiatives as required
- To demonstrate commitment, vision and leadership of children's social care services:
 - Shaping excellence in practice and safeguarding, encouraging and supporting strength based working and partnership working
 - working closely with the Council's regulators and partners at a local, regional and national level
- To lead robust quality assurance of strength based practice in children's social care, ensuring that there is a culture and practice of continuous improvement.
- To ensure that national policy is interpreted and implemented locally including leading on public law reforms.
- To ensure effective professional social work management arrangements including supervision, communities of practice, coaching and mentoring and action learning.

- To ensure arrangements are in place to effectively manage the quality and performance of Safeguarding and Assessment services, e.g. liaise with Care and Social Services Inspectorate Wales on supporting regulation and inspection activity and delivering improvement action plans.
- To ensure safeguarding implications across all key responsibilities are understood, and lead on the development and delivery of effective safeguarding policies, procedures, practice, and performance management to ensure children and young people are safe.
- To play a lead role representing the Council in national working groups regional collaborations and local partnerships whilst also ensuring that the needs of the citizens of Bridgend County Borough continue to be met.
- To brief the relevant Cabinet Member, Corporate Director of Social Services and Wellbeing and Head of Service on related issues and meet the requirements of Cabinet, Council and Scrutiny Committees.
- To deputise for the Head of Service and represent the Directorate and Council at a local, regional and national level, to influence policy and best practice.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

Criminal Records Check

This post requires a criminal records check through the Disclosure & Barring Service (DBS).

Person Specification

Deputy Head of Children's Social Care

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential

Attributes	Requirements	Essential	Method of Evaluation/ Testing
Qualifications, Education & Training	<ul style="list-style-type: none"> • Social work qualification together with registration with Social Care Wales. • An appropriate management qualification and/or training or an ability to demonstrate competence through experience. • Evidence of continued professional development. 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Production of original Qualification Certificates and application form.</p>
Knowledge & Experience	<ul style="list-style-type: none"> • Substantial and recent track record of leading innovation and transforming and delivering children's service at a senior level gained in a comparable organisation. • Experience of leading, motivating and managing multi-disciplinary teams to achieve sustainable improvements through internal and external partnerships. • Substantial experience of working with a variety of stake-holders and representatives from public and private organisations in order to manage both strategic and operational tasks. • Sound knowledge of operating within a performance management framework, 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Interview, application form and selection process.</p>

Attributes	Requirements	Essential	Method of Evaluation/ Testing
	<p>including measuring service performance and outcomes and the development of specific measures to support achievement.</p> <ul style="list-style-type: none"> • Experience of responding to political challenge. • Wide experience in establishing providing and implementing service / business plans. • Knowledge of current good practice standards at local and national level and regulatory framework including National Care Standards. • Sound knowledge of project management. • Proven track record of managing budgets and achieving budget reductions. • Practical experience of significant organisational / service change. 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	
<p>Skills & Personal Qualities</p>	<ul style="list-style-type: none"> • Demonstrable commitment to a corporate culture and cross service working. • Ability to lead and inspire and translate vision into clear and practical goals. • Ability to take a strategic view and ensure that strategies are clearly identified and confidently communicated. • Ability to change and improve through innovation and adaptation. • Ability to deliver value for money within an environment of continuous change. 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Interview, application form, and selection process.</p>

Attributes	Requirements	Essential	Method of Evaluation/ Testing
	<ul style="list-style-type: none"> • Ability to make effective decisions and sound professional judgements and to be accountable for those decisions and judgements. • Ability to balance the operational responsibilities of the post with the responsibility to contribute to the corporate agenda. • The ability to develop comprehensive reports for senior management and elected members and give advice across a broad range of services. • Excellent presentational and negotiation skills. • Ability to work together with peers, partners, employees and politicians. • Ability to support employees develop their capabilities. • The ability to communicate through the medium of Welsh. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	