



Team Leader - Home Finding

Salary: Band 12, **£50,787 to £54,999** per annum

Contract: **Permanent**

Hours: **Full time** (37 hours per week)

Reports to: **Service Lead**

Portsmouth Local Authority is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment to improve outcomes for children.

DBS Disclosure at Enhanced level will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

Every post is subject to PCC and Portsmouth Safeguarding Children Partnership safer recruitment procedures.

The Service

Children's Social Care provides social work interventions to children in need (including children with disabilities and those subject to protection plans) and children looked after and care leavers. It is the responsibility of Children's Social Care to offer a range of options for children who need to be cared for outside their families, including fostering and residential homes alongside adoption, special guardianship, and kinship care.

As a service we take pride in our work by valuing others, focusing on what's important so that we make a real and positive difference. Our values are outlined in our Ways of Working and our Guiding Principles alongside our values for children's social care and if they reflect how you are and how you work then this could be the role that meets your expectations of social work. Portsmouth have recently received their "Good" Ofsted rating which reflects the excellent work we do with children and families in the city.

The wider team consists of the following areas:

- The Home Finding Team who are responsible for identifying suitable care for children we care for. This would include foster care, semi-independent provision, and children's homes, both Portsmouth's own accommodation and externally commissioned arrangements.
- The Fostering Support Team who are responsible for the supervision and support of all foster carers. This team ensures all in house foster carers have a clear, informative profile to enable the most suitable matching with children. The team

works closely with the children's social workers identifying any issues relating to the carer that may impact on placement stability and ensuring support is in place.

- In Portsmouth we have the Mockingbird Model of Care. We have five hubs each with up to ten foster family constellations.
- We will also have a pilot intensive bridging fostering family for children with complex backgrounds needing time limited intensive support and preparation to move on to primary care arrangement/home/family.
- Supported Lodgings carers who offer semi-independent living to children and young adults between the ages of 16-24.
- Staying put carers where foster carers offer children who have been living with them stay beyond 18 years old.

What is the Role?

As Team Leader for Home Finding, you will have responsibility for managing the work related to finding homes for children which provide warm, kind, and safe and stable care, and children feel loved and can flourish. The team will strive to provide a choice of options according to the child's needs so we can identify suitable carers and homes to match with a child/ren, ensuring their experiences and needs are understood and accepted. The team will aim to have carers near to the child's home, family, friends and school, where it is safe to do so.

Main duties and responsibilities

You will:

- Manage a team of staff, including a finance assistant, support officers and a Deputy Integrated Placement Commissioning Officer. It will also include supported lodgings and staying put.
- Offer scrutiny and challenge within the role to promote a creative and dynamic team, committed to ever improving outcomes. The quality of work will be regularly reviewed and audited through direct observation, auditing and getting feedback from service users and partner agencies.
- Lead by example having integrity, promoting equal access, and being aspirational in the work. You will create positive working relationships across the team, with other professionals, foster carers and provider agencies, to promote good outcomes for children and their families.
- Have management and supervisory responsibility for the team and provide high quality supervision.

- Have responsibility for the quality of the team's work, performance management and staff development in their Team. The post holder will seek the support of their Service Leader with decision making in crisis situations, and in the preparation of work for relevant decision making/resource allocation panels.
- Have the ability to assist the Service Leader to ensure management and statistical information is used effectively to inform the management and development of the service and meet performance targets.
- Promote staff performance, learning and development, supervision, appraisal, implementation of departmental policies and promoting staff well-being.
- Play a significant role in the development, implementation, and monitoring of contracts for the placement of children in the local authority's care, working closely with service providers and members of the IFA and Residential Placements Consortia.
- Work to build capacity in the marketplace both in terms of volume and in relation to high-quality services that are designed to deliver outcomes. You will develop care specifications that ensure placements meet children's identified needs, relevant contracts and lead on tender processes.
- Develop and maintain good working relationships with providers, with Heads of Services who commission Services, with Social Workers, Care Managers and other 'commissioners for the individual' and with people who use Services and their Carers.
- Be responsible for supporting the development and implementation of placement and provision contracts for services with external child care and health care providers. You will actively work with commissioning colleagues to ensure that appropriate contracts are put in place and carefully monitored on time. This will involve:
 - Identifying appropriate homes for children coming into the care of the local authority.
 - Brokering appropriate domiciliary care for children with complex health needs, using the county-wide framework.
 - The development, coordination and monitoring of contracts and initial placement contracts.
 - Advertising and tendering of contracts, ensuring compliance with corporate procedure rules and procurement legislation.
 - Ensure effective arrangements are in place for the monitoring of provider performance across a range of contracts including safeguarding, financial performance, activity and quality indicators.

- Maintaining contract monitoring systems that ensure purchased services deliver the volume and quality required and that they offer value for money.
- Establishing and maintaining close working relationships with providers.
- Regularly review contract compliance through liaison, support and performance monitoring as a means of assisting providers maintain agreed standards.
- Liaising with other Directorates and agencies in connection with the duties of the post.
- Liaising with other Authorities to ensure best practice is shared.
- Managing own workload effectively and undertaking any necessary training or development required to fulfil the duties of the post.
- Identifying, mitigating and managing commercial risks.
- Taking responsibility for the negotiation of contractual services with internal customers and providers using professional and structured commercial management skills and processes which lead to service efficiencies and improvements.
- Leading and supporting other team members to achieve the above.

Office hours are 8:30-17:00 (16:30 on a Friday). Occasionally you will need to be able to work flexibly and outside of these hours, late afternoon/early evening, where children are requiring homes at short notice and carer identification is proving challenging. As a team lead and member of the management team you will need to be willing to undertake support across the service as needed.

Who are we looking for

You will need to:

- Have a relevant level 6 qualification or social work qualification
- Have demonstrable experience in a local authority, Health and/or Social setting.
- Be passionate about making a difference for young people.
- Be curious, creative and solution focused.
- Work effectively as part of the Service and liaise professionally with a range of key stakeholders including children, families, colleagues, other professionals and senior managers.
- Have experience of managing staff or students and be able to support staff to grow and learn through reflective supervision.
- Support and challenge supervisees appropriately to ensure standards of practice are maintained.
- Be able to problem solve when dealing with a variety of challenges and demonstrate confidence in working within agreed timescales.

- Contribute to the process of staff development, including workforce development and/or reporting to the Service Leader about capability and disciplinary matters.
- Have good organisational, leadership and communication skills, including proficient use of ICT and ability to produce high quality analysis.
- Contribute to service development and lead on specific projects as directed by the Service Leader.
- Be able to organise their own time and prioritise conflicting demands.
- Be a person who wants to be part of the team and actively encourages inter team support.
- Be able to take responsibility for your own learning and evidence effective professional development, whilst supporting others to develop and be reflective and resilient in their practice.
- Be committed to the delivery of positive outcomes for children, young people and families who use Services.
- Have a robust understanding of the care market and know how to effectively broker within this - working both to support and challenge across the system.
- To know 'what good looks like' and understand the critical importance of Service design.
- To be committed to addressing poor design and/or practice in Services.
- Be committed to the principle of 'Nothing about me without me' and the fostering of a collaborative approach.
- Have the ability to communicate articulately, effectively and in a confident manner with a wide range of people in different settings and forums.
- Have experience working within a contracts management, commissioning or procurement role.
- Be able to develop and maintain effective working relationships with providers, commissioners and those who use services.
- Have the ability to demonstrate excellent verbal and written communication skills and the ability to negotiate effectively with a range of stakeholders.
- Have personal qualities of being trustworthy, reliable and confident.
- Have the ability to demonstrate fairness, encourage innovation, achieve results, and demonstrate awareness of the demands and sensitivities of working within a public organisation.
- Be able to take responsibility and commitment to work in an anti-discriminatory way.
- Have an understanding of the issues relating to confidentiality, human rights and data protection requirements.



You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.