Directorate: Service area:	Children and Family
Accountable to:	Tier 5 Service Manager
Accountable for:	Insert Budget and Headcount
Politically restricted post	No
Delivery teams:	Fostering
Job Title:	Special Guardianship Support Team Leader
Grade:	42,821 – 44,863 pro-rata

#### Context

You will play an active role as part of our service team working in partnership with our Commissioning Team Leaders to innovate our service delivery capabilities.

You will support the Service Manager and other Delivery Team Leaders in achieving our organisational vision and outcomes.

You will manage your team to meet the outcomes of the service delivery plan. You will develop and maintain good working relationships with our range of key stakeholders including statutory partners, service providers, voluntary section and customers.

# Specific role assignment

Delivery responsibilities	Oversight and management of the Special Guardianship Support Team and part of management group of the whole fostering team. Acting on a management duty system.
Key business measures	Effective support to Special Guardians to contribute to reduction of children returning to the care system. Stability of placements Outcomes for children ASF (Adoption Support Fund) is used and managed appropriately Quality assurance of your team and the wider management team
Statutory responsibilities (if	Supervision of staff

applicable)	Ensuring Special Guardians receive support services
Specific experience	Qualified social worker, ideally with management/supervision experience Children and family social work, knowledge, or experience of Connected Persons Assessment and SGO Support. Therapeutic intervention skills.
Specific qualifications/and registration	Social Work England Registered
Budget responsibility	Yes but not direct management
FTE responsibility (line management)	Connected Persons Assessing Social Workers and family support worker
Key stakeholder relationships	Special Guardians

## Generic capabilities of the role

Generic Capability	Descriptor
Business Acumen	<ul> <li>Deliver in year service plan (1 year)</li> <li>Effective contract and supplier management</li> <li>Meet budget, savings and income targets</li> </ul>

- Contribute to the operational planning of the service with the commissioning team
- Ensure effective contract management arrangements are in place
- Manage costs down, deliver savings and income targets (as applicable)

Generic Capability	Descriptor
Performance & standards	<ul> <li>Statutory compliance</li> <li>Professional practice</li> <li>Procedure compliance</li> </ul>

- Execute the statutory or regulatory duties that are in place and delivered across the team.
- Ensure the safe operation of the business and compliance with appropriate regulations and legislation.
- Execute the relevant policies and procedures to ensure the outcomes are delivered.

Generic Capability
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Operational management
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- Meet the service key business measures for the service
- Manage costs down through operational improvement
- Manage and allocate resources to meet key business measures
- Use data and insight to improve service performance

## **Generic leadership competencies**

Capability	Descriptor
People Management	<ul><li>Workforce development</li><li>Workforce planning</li></ul>

- Recruit and ensure effective onboarding of team members
- Retain and attract the required capabilities of the team through effective talent management
- Set and deliver stretching performance objectives
- Undertake annual appraisals with the team
- Undertake regular 1:1 sessions throughout the year to review performance against objectives
- Manage and support teams through organisational change

Capability	Descriptor
Management of resources & planning	<ul> <li>Monitors the service performance framework</li> <li>Effective service design</li> </ul>

- Plan, task, deploy and co-ordinate resources to meet changing operational needs as required
- Monitor, plan and review team outcomes ensuring delivery of personal and team objectives
- Hold regular meetings to inform teams of plans, priorities, budgets and expected outcomes
- Identify the capacity of the delivery team through effective workforce planning.
- Develop and implement integrated working across teams

Capability	Descriptor
Organisational leadership & resilience	<ul> <li>Deals with performance issues</li> <li>Maintains business continuity</li> <li>Role model of how we work principles</li> </ul>

- Maintain business continuity in the event of service disruption
- Effectively addresses performance issues within the team
- Enable the team to work in a high performance culture
- Act and operate corporately across WCC adopting the one council approach
- Act as a positive role model for WCC's values and behaviours at all times

• Represent the interests of the Council on external bodies and networks

#### WCC values and behaviours

The post holder must be able to demonstrate that they role model the WCC values and behaviours.

#### Our Values - The Warwickshire DNA











High performing

ng Collaborative

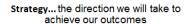
Customer focused

Accountable

Trustworthy

#### **Our Behaviours**







Plan... what we will do to achieve the strategy



**Commissioning**...the process of how we will plan, purchase and monitor our services



Strategic Commissioning... the process for understanding, planning and delivering services to achieve the best outcomes



Operational Commissioning... the process for meeting need at an individual level or to a specific group



**Delivery**..providing services to our customers

