

## Job Description

Job Title: Strategic Manager – Fostering, Adoption and Regulated Services

One Angel Square, Northampton

Grade: SM2

### Overall purpose of the job

This is a key operational and strategic management post. The post-holder will be responsible for the delivery of our Fostering, Adoption and Residential Care Service and for driving sufficiency and overall service improvement.

This is an important post in terms of making a positive and continuous contribution to the current budget profile of Northamptonshire and the Children Services Improvement plan; this role is pivotal in delivering key aspects of the future strategy of children's services overall. Too many of our Children In Care are based in residential settings, which predominantly are out of county. We are looking for an experienced senior manager with the drive and commercial focus on improving the recruitment and retention of our fostering service.

### Main accountabilities

Please list the accountabilities in descending order of priority. Please include 6-9 accountabilities.

<b>Main accountabilities</b>	
1.	Responsible for the overall growth of our foster carer numbers alongside the retention of existing and new carers. To include the professional development of staff, managers and carers with particular emphasis on developing a specialist and effective adolescent foster care offer.
2.	Responsibility for the strategic planning of the service and developing and managing all aspects of the fostering, adoption and regulatory business and associated support functions. Ensuring that all budgetary requirements are met and services are delivered within the resource envelope.
3.	Ensuring the service continues to provide high quality fostering, adoption and regulatory services through regular partnership working with social work teams and key stakeholders. Key responsibility for accelerating adoption and permanent for our Children in Care.
4.	To oversee the delivery of continued supervision and appraisal of team members; ensuring Signs of Safety practice is embedded throughout the workforce with the voice of the child evident in all service delivery and that staff are appropriately developed and supported.
5.	To ensure the management of complaints comply with The Children Act 1989 and National Minimum Standards for Children's Homes and the Fostering & Adoption Services.
6.	To meet the sufficiency requirements of the organisation through continually seeking innovative cost-effective service provision, attracting and retaining carers within the available resource envelope. Determining and setting an appropriate strategy for service growth and continuous improvement.
7.	Ensuring the relevant business objectives of the service are met and that the service is managed in like with business priorities as agreed at the start of each financial year. To lead

	the service area preparation and action planning for OFSTED inspection outcomes, including DFE requirements.
7.	Managing budgets and expenditure so as to ensure that resources are optimised. In line with eligibility criteria and priority levels as prescribed in our policies and procedures, financial regulations, ensuring value for money.
8.	Establishing, implementing and reviewing annual objectives and targets and ensure that managers produce and implement service and team business plans, setting out clear aims, objectives, targets and performance.
9.	Developing systems for the effective monitoring of performance and recognising and commending good performance and to demonstrate high expectations of performances.
10.	Supporting the Assistant Director of Sufficiency by advising on strategy, policy and future direction of the CFN, ensuring effective feedback and translation into service delivery.
11.	Required to provide out of hours cover as and when required and/or as cover rotas dictate.

**Safeguarding commitment**

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

## Person Specification

### Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
<b>Degree</b>	<b>Social Work</b>	<b>E</b>
<b>Post Graduate</b>	<b>Management Studies</b>	<b>D</b>
HPCP Registration		<b>E</b>

Minimum levels of knowledge, skills and experience required for this job

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Identify	Describe	Essential/ Desirable
<b>Knowledge</b>		
Statutory responsibilities	Knowledge of Statutory responsibilities in children's social care, including that of a regulated setting under national minimum standards	E
Management Experience	Extensive experience of managing at a senior level in a social care or related setting	E
Performance Management	Advanced level and understanding of performance, programme and project management, statistical analysis and importance of high quality information and its use.	E
Children's Service	A solid understanding of Children's Services with a particular emphasis for those facing DfE Improvement Notices.	E
<b>Skills</b>		
Finance	Proven track record in managing complex budgets successfully.  Ability to make budget projections over a three year period.	E
Decision Making	Ability to work across a complex system and people with diverse and conflicting interests.  Able to influence decisions at a senior level.	E
People Management	Ability to manage a number of multi-	E

	disciplinary teams ensuring their focus on achievement and continuous improvement.  Able to establish and maintain highly performing teams.	
Leadership	Demonstrable experience in ethical leadership with the ability to lead and motivate teams of staff in diverse areas and professions and drive improvement for children and young people of Northamptonshire.  Ability to create a common purpose.	
Communication	Confident and able to converse across all levels of an organisation.  Ability to write, present and communicate at a senior level including elected members.  Establish positive, productive and meaningful relationships with senior colleagues across the wider partnerships.	E
<b>Experience</b>		
Senior Management in Fostering, Adoption and Regulatory Services	Proven track record of outstanding performance and substantial experience over a range of management roles in Local Authorities, Private Sector and/or Voluntary Sector where there is a high level of complexity.	E
Commissioning	Substantial experience in setting and delivering a commissioning strategy to improve outcomes.	E
Partnerships	Significant experience of working in partnership at a strategic level.	E
Commercial Environment/Results	Ability to meet deadlines and deliver the required results.	E

### Disclosure level

What disclosure level is required for this post?	None	Standard
	Enhanced	Enhanced with barred list checks

### Work type

What work type does this role fit into? (tick one box that reflects the main work type, the default workers type is flexible)	Fixed X	Flexible	Field	Home
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## Job description questionnaire

Page 1 and 2 of this document will form the job description and person specification for the post.

<b>Job title:</b>	<b>Strategic Manager – Fostering, Adoption and Regulated Services</b>	<b>POSCODE</b> <i>(Needed for re-evaluations)</i>	
<b>Reports to (job title):</b>	<b>Assistant Director, Sufficiency</b>	<b>Directorate/Service:</b>	<b>Children’s First Northamptonshire</b>
<b>Presenting Manager:</b>	<b>Sharon Muldoon</b>	<b>Date of evaluation:</b>	
<b>Supporting HR contact person:</b>	<b>Clare Young</b>	<b>New Post</b>	<b>No</b>
		<b>Re-evaluation:</b>	<b>No</b>

## Job context