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| **Job Description and Person Specification** |  |
| **This authority has a responsibility for, and is committed to, safeguarding and promoting the welfare of children, young people and adults at risk, and requires all staff and volunteers to share this commitment.**  **Solihull Council is committed to equal opportunities and expects all staff and volunteers to recognise and value differences.** | |

**SECTION A: Role Profile**

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| **Post Title** | Senior Residential Care Practitioner – Children & Young People | **Post No** | NEW |
| **Directorate** | Children and Young people | | |
| **Division** | Children, Young People and Skills | | |
| **Band and Salary** | Band D2 £32,654 - £37,938 pro rata, per annum. Incremental progression is subject to performance.  This includes 2 atypical payments for the requirement to work evenings, weekends and bank holidays for staff working on a rota basis.  For some alternative working patterns, where atypicals don't apply, salary band D will apply; £31,586 - £36,124 pro rata, per annum.  This role also includes Sleep ins, for which an additional payment will be made (current rate is £41.78 per sleep in). | | |
| **Responsible to** | Registered Manager and Operations Manager | | |
| **Location** | Various locations across Solihull | | |
| **DBS Check** | Enhanced check for regulated activity for working with Children | | |
| **Fluency Duty** | This post is covered by the Fluency Duty, as outlined in the Code of Practice on the English language requirements for public sector workers. | | |

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| **Car User Status** | This is an essential car user post as the demands of the job make it operationally essential and there is a contractual requirement to make a suitable vehicle available to ensure the requirements of the job can be carried out effectively.  Applicants must be able to drive, have a driving licence and access to a car, however for disabled applicants, reasonable adjustments will be made where required. |
| **Special Conditions** | This post is subject to compliance checks in line with Schedule 2 requirements for working in a children’s home, including a pre-employment medical check.  This post carries a requirement to complete varying shifts to assist in the provision of a 24 hour service.  Depending on which role is applied for, shifts may include early mornings, late evenings, weekends, bank holidays where required, and sleep-in shifts, with the possibility of waking nights. Sleep in shifts receive an additional payment.  While every effort will be made to maintain shift patterns, they are subject to change to meet the needs of the children and young people.  On occasions you may be requested to change your rota at a given notice as per your contract, to ensure the contingencies of the service are covered. This may also include covering an additional sleep-in duty as an emergency measure (for which an extra payment will be made). |

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| **Role Purpose** |
| The CYP’s Senior Care Practitioner is required to assist the Registered Manager in the provision of a high-quality residential service provided by Solihull Metropolitan Council to keep our Children and Young people local.  The post holder will provide nurture, care, guidance, and support to children and young people. They will support the Registered Manager in the development of their team, ensuring the delivery of consistent high-quality care. They will be responsible for leading the shift and their team through the day-to-day running of the home. With guidance and support from the Registered Manger they will ensure the home remains compliant in line with relevant legislation and Ofsted regulators. |

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| **Role Responsibilities** |
| **Specific Duties and Responsibilities**   * To carry out tasks, duties and responsibilities as assigned by the Registered Manager. This role requires adherence to ‘The Childrens Homes Regulations 2015’. * To effectively safeguard and protect children and young people from harm. * To promote Equality, Diversity and inclusion in all aspects of the role, both in conduct and practice. * Have a working knowledge of all home policies and procedures and adhering to them. * To maintain a high quality of care and support which meets the physical, emotional, intellectual, social, and cultural needs of children and young people. * To provide a caring, supportive, and nurturing environment in which children/young people can feel secure and free from harm. * To develop and prepare a young person for their adult journey ahead. Providing support and direction with practical skills, education/training/employment options, self-care, and healthy habits to promote personal and emotional resilience. * Establishing relationships which young people perceive to be positive, warm, and rewarding. * Support young people in their emotional and social learning, challenging unacceptable behaviour and rewarding positive behaviours. * To effectively support young people through displays of complex and challenging behaviours, utilising de-escalation techniques. * Being ambitious for young people, helping them achieve their goals and optimise their potential. * Provide support for young people in their education and extracurricular activities, this may include supporting them in the classroom if necessary. * Empowering young people and facilitating their active involvement in decision making about their lives and future, ensuring to reinforce Childs Rights. * Work to the young person’s risk assessments, and behaviour management plans. * Keep accurate records, provide written reports on young people for planning meetings, reviews or any other meetings as directed by management. * Attending to practical matters in relation to childcare (cooking, cleaning, general maintenance around the home etc) * Ensure the home environment is well maintained and presented, that it remains in a clean and hygienic state, is homely, warm and personalised to the tastes and interests of the young people * Being proactive and curious in approach with the aim of identifying areas which may need further exploration, 1:1-time or safeguarding actions. * To act as a key worker or co-worker for a young person to ensure that the young person’s care plans accurately reflect their current care needs * Encouraging the young person to develop links with the community, attend off-site activities and expand their personal social network * Where appropriate supporting a young person to maintain and improve their relationships with their family members. * In accordance with the guidelines on Health and Safety, to accept responsibility for working within these guidelines and reporting any concerns to the Registered Manager. * To undertake such other duties appropriate to the grade of the post and the needs of the Home such as decorating, gardening in order to develop and maintain service delivery.   **Teamwork**   * To contribute towards, uphold and develop a positive, transparent, and respectful culture. * Working collaboratively to home objectives. Working together through challenging times to build team resilience and maintain staff morale and consistency of care; the overall ability to evoke ‘share the load’ attitude in times of crisis. * Attending team/ staff meetings and making a positive contribution to them. * Attending and contributing to regular supervision sessions * Being alert to and monitoring the conduct of colleagues and referring on any causes for concern in line with relevant polices and procedures.   **General Responsibilities**   * Driving company vehicles (current driving licence holders subject to procedures) * Receiving training appropriate to the role and maintaining an up-to-date training profile * Responsibility for the accurate maintenance of financial records appropriate to the duties of the post * With direction from the Registered Manager, assist in the quality assurance audit tasks for the home. * Responsibility for the health, safety and welfare of self and colleagues in accordance with the requirements of the organisational Health and Safety Policy   **Leadership**   * To lead by example and be a role model for excellent practice. * To lead, organise and coordinate a shift, ensuring all daily checks and documents are completed. * Being aware of childcare plans for all young people and providing support for colleagues by maintaining consistency in the execution of those plans. * Providing informal practical and emotional support to colleagues experiencing difficulties. * With guidance and direction from the Registered Manager develop high quality evidence against all nine of Ofsted’s quality standards for the house which will demonstrate compliance across these standards. You will ensure that this evidence is always well-presented and up to date. * To complete good quality, monthly supervision for your team. * To act promptly advising the homes Registered Manager to any issue involving poor practice. * To undertake any other duties as requested by the Registered Manager (or equivalent). |

**Section B: Person Specification**

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|  | **Essential Criteria** | **Desirable Criteria** | **Measured By** |
| **Education & Qualifications** | Level 3 or 4 Diploma in Residential Childcare (or equivalent e.g., NVQ Level 3 or 4 Health & Social care, Level 3 or 4 Children & Young People Workforce Diploma etc). | Level 5 Diploma for Residential Childcare or an equivalent qualification or willingness to work towards | Application  Certificates |

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| **Experience & Knowledge** | Experience of working directly with children and young people within a residential care setting | Previous experience of working with Children, Young People, and their families/care givers | Application, Prescreen and Interview |
| Developed understanding of Children’s Home Regulations 2015 & Framework and experience of working within an Ofsted registered environment | Experience of working in a good or outstanding home | Application and Interview |
| Experience of caring for children and young people with Emotional Behavioural Difficulty and deescalating challenging behaviours including physical aggression. | Experience of Crisis intervention for family’s and young people | Application, Prescreen and Interview |
| Developed knowledge of safeguarding children and young people and previous experience working to safeguarding policies and procedures | Previous experience of completing a safeguarding referral | Application and Interview |
| Experience of working in a ‘trauma informed’ environment | Relevant trauma/attachment training | Application and Interview |
| Experience of leading, supporting, and motivating a team throughout a shift. | Experience of staff development | Application, Prescreen and Interview |
| Experience of promoting Equality, Diversity, and Inclusion through anti-oppressive practice |  | Application, Prescreen and Interview |

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| **Skills & Abilities** | Ability to engage and motivate young people |  | Interview |
| Self-awareness & Personal Resilience |  | Interview |
| Ability to work calmly in challenging situations |  | Interview |
| Ability to work effectively as part of a team and as an individual |  | Application and Interview |
| Able to lead by example with a positive attitude to problem solving; innovative and flexible approach to challenges |  | Application and Interview |
| Effective Time Keeping skills |  | Interview |
| Effective written and verbal communication skills |  | Application, Prescreen and Interview |
| Ability to maintain accurate and factual records |  | Application and Interview |
| Ability to use own initiative |  | Interview |
| A willingness to learn and develop professionally and be reflective on own practices |  | Interview |
| A positive, strength-based approach to work, and challenges. |  | Interview |

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| **Core Behaviours** | **Excellence -** With enthusiasm, you work to deliver a high-quality service from your work location, whether that be in a Council building or in a remote working location, to meet customer, organisation and personal expectations. You adopt a ‘can do’ attitude in all of the work you deliver, ensuring it meets the needs of current and potential customers. | Interview |
| **Simplicity -** You actively seek ways to prevent over-complication or confusion, by adopting the most simplified approach to work. You communicate clearly and concisely, ensuring that the message is understood by all taking into account hybrid working. | Interview |
| **Trust and Respect -** You are aware of your impact on others including confidentiality, team relationships and wellbeing. You value openness and listen carefully to understand the views of others. You promote the values of inclusion and diversity and actively work to minimise any harm caused to others in order to foster an environment of mutual trust and respect. | Prescreen and Interview |
| **Working Together -** You work with others to reach a common goal; sharing information, supporting colleagues, both in their work and wellbeing, and searching out expertise and solutions from relevant partners and/or the communities we serve. | Interview |
| **Responsibility -** You take ownership for your own wellbeing, work and working environment and use your initiative to deliver. You are accountable for your own performance and development, and you take responsibility for your actions and decisions. | Interview |
| **Leadership -** Your leadership is demonstrated by delivering outcomes and inspiring your team and individuals to improve and develop within an environment that enables individuals to achieve their potential. | Interview |

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| **Other Requirements** | Ability to safely utilise physical intervention as a last resort, when challenging behaviour becomes unsafe |  | Interview |
| Work flexibly over a 24hr rota to meet service need within your contracted working days |  | Interview |
| Required to attend relevant training |  | Interview |
|  | Applicants must be able to drive, have a driving licence and be a car owner, however for disabled applicants, reasonable adjustments will be made where required. |  | Application,  Interview, Certificates |

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| **Compiled/Reviewed by** | Beth Massey |
| **Date** | November 2024 |

**Section C: Additional Information**

**Corporate Parent Responsibilities**

All employees should act as an advocate for our Looked After Children; fulfilling our corporate parenting responsibilities by considering Children and Young People in everything we do.

**Health and Safety**

Health and safety laws require all employees to help the Council maintain and improve health and safety standards. This means that the post holder must take reasonable care of his/her own and others’ health and safety and co-operate with any reasonable request to support the Council, managers and other employees, in meeting their health and safety legal responsibilities. Line managers have additional responsibilities to ensure that policies, procedures and safe systems of work are implemented on a daily basis.

All duties and responsibilities must be carried out in line with the Council’s Corporate Health and Safety Policy and any local safety procedures.

**Information Management**

As an employee of the Council, the post holder will be expected to manage information in accordance with standards outlined in the Corporate Records Management and Information Security policies. They will ensure that information used is held and transmitted securely in a manner commensurate with its sensitivity, and that it complies with the provisions of Data Protection legislation and guidance.

The post holder will be accountable for ensuring that he/she is aware of relevant Council policies and that all duties and responsibilities are carried out in line with the appropriate policies and procedures.

**Training and Development**

The Council is committed to the personal and organisational development of the individual. The post holder will be encouraged to identify job-related development needs.

**Solihull Behavioural Framework**

The Council expects all employees to conduct themselves in a way that is consistent with the values and behaviours set out in the Solihull Behavioural Framework.

**Mobility**

Whilst this post is initially to a specific post, the post holder may be exceptionally required to transfer to any post appropriate to their grade at such a place as in the service of the Council they may be required.

**Variations to Job Descriptions**

Due to changing customer demands, duties and responsibilities are likely to vary from time to time and the Council therefore retains the right to amend job descriptions to reflect changing requirements.