



Job Description

Practice Model Officer

Job Details	
Grade	GR D
Job Evaluation Number	A1790
Number of Posts	1
Department	Learning Academy
Reporting to	Learning Academy Manager

Who Are We?

We are Birmingham Children's Trust.

'Working Together to make Birmingham the greatest city to grow up in.'

The sole purpose of Birmingham Children's Trust is to make a positive difference for children, young people and families in the city, by driving up the quality of practice and partnerships across the city and its services.

Every employee from Family Support and Social Workers to Finance and Legal, work together to make a positive difference to children, young people and families. We are one team, and each have an important role to play in achieving the Trust's objectives.

Birmingham Children's Trust Leadership team comprises of six Executive Directors who are responsible for leading and managing the Trust to be an autonomous and high performing organisation.

Our Vision:

Our vision is to build a Trust that provides excellent social work and family support for and with the city's most vulnerable children, young people and families.

We will do this:

- with compassion and with care.
- through positive relationships, building on strengths.
- in collaboration with children, young people, families and partners.
- by listening, involving and including.



- in ways that are efficient and deliver value for money.

Success will mean significant progress towards these outcomes:

- healthy, happy, resilient children living in families.
- families able to make positive changes.
- children able to attend, learn and achieve at school.
- young people ready for and contributing to adult life.
- children and young people safe from harm.

Our Values

ONE TEAM
ACCOUNTABILITY AND RESPONSIBILITY
QUALITY AND INNOVATION
RELATIONSHIPS
HIGH SUPPORT HIGH CHALLENGE

Portfolio Responsibilities

Support the development and implementation of workforce strategies around trauma-informed and relationship-based practice. Contribute to the embedding of the practice model organisation-wide. Lead specified workstreams within Learning and Development, ensuring efficient resource use. Develop, deliver, and evaluate training and workshops aligned with best practices. Provide expertise on trauma-informed approaches. Facilitate reflective practice, group supervisions, and consultations.

Key Responsibilities

Developing and maintaining comprehensive understanding of context, current policy, research, and best practice guidance for specific portfolio areas or workstreams under leadership.

Modelling trauma-informed and relational approaches in daily interactions with colleagues and stakeholders while contributing effectively within a collaborative team environment.

Ensuring the delivery of excellent learning opportunities for staff to enhance outcomes for children, adolescents, and families.

Managing relationships and offering high-quality support and guidance to trust colleagues and



stakeholders to promote and uphold best practices effectively.
Ensuring representation of voices with lived experience in learning and development initiatives, focusing on collaboration and co-production to drive meaningful engagement.
Delivering and monitoring learning interventions tailored to service needs, including analysis, design, commissioning, evaluation, quality assurance, and review within procurement regulations.
Fostering effective relationships with teams across the Trust, partner organisations, universities, colleges, and other providers to develop and deliver programmes and projects.
Developing, implementing, and maintaining administration and data systems to track and analyse learning needs and outcomes, while reviewing and meeting business requirements.
Representing the Learning and Development Service, the directorate, and the Trust in both internal and external forums effectively and professionally.
Promoting equal opportunities, fostering diversity, and ensuring inclusion within the designated service area.
Ensuring adherence to all applicable legal, regulatory, and ethical standards without compromising accuracy or integrity in implementation.
Ensuring all shared information aligns with the Data Protection Act and complies fully with the Freedom of Information Act.

Key Information	
Is Safeguarding Check needed?	Not Required
Will this position have Line Management Responsibility?	No

Person Specification

Essential Criteria		
Method of Assessment (M.O.A): Application Form; Work Based Exercise; Interview; Qualifications; Presentation		
Qualifications	AF/Q	Hold qualifications in social work, psychology, education, or a relevant area of study.
Qualifications	AF/Q	Hold a professional registration such as Social



		Work England, HCPC, or BCPA for eligibility.
Qualifications	AF/Q	Complete DDP level one or two for enhanced readiness and expertise in relevant responsibilities.
Experience	AF/I	Demonstrate extensive experience in children's social care, trauma-informed practices, or closely related fields.
Experience	AF/I	Demonstrate experience working in multicultural environments while supporting culture, diversity, equality, and individual rights effectively.
Experience	AF/I	Demonstrate experience delivering training by co-ordinating sessions, designing programmes, and evaluating activity quality and impact.
Experience	AF/I	Demonstrate expertise in creating reports and briefings tailored for senior leadership teams.
Experience	AF/I	Demonstrate experience in enhancing staff capabilities and improving services while overseeing resource allocation effectively.
Experience	AF/I	Demonstrate experience in guiding or assisting the effective execution of projects focused on service enhancement.
Skills	I/P/WBE	Demonstrate clear dedication to practices centred around building and maintaining relationships.
Skills	I/P/WBE	Demonstrate effective presentation and communication abilities, adapting to audience needs through empathy, active listening, and interpretation.
Skills	I/P/WBE	Demonstrate capability to establish and sustain productive relationships with colleagues, partners, and varied external agencies.
Skills	I/P/WBE	Demonstrate capability to operate under pressure independently, organise tasks, and manage workloads to achieve deadlines.
Skills	I/P/WBE	Demonstrate flexibility and adaptability while operating within a dynamic social care setting.
Skills	I/P/WBE	Demonstrate capability to collaborate in intricate



		team settings, inspire peers, resolve conflicts, and craft constructive outcomes.
Skills	I/P/WBE	Foster a welcoming learning atmosphere that promotes dialogue, diverse perspectives, innovation, psychological safety, and trust. Encourage growth, enhance skills, and enable empowerment.
Skills	I/P/WBE	Specify requirements, commission services or systems, and assure adherence to established quality standards.
Skills	I/P/WBE	Consult with learners to recognise and understand their specific educational requirements.
Skills	I/P/WBE	Demonstrate skill in gathering, organising, and interpreting data, creating and delivering reports for diverse audiences.
Skills	I/P/WBE	Demonstrate the ability to interpret complex reports, research, national guidance, and policy documents effectively. Translate this information into relevant learning opportunities for practical application.
Skills	I/P/WBE	Demonstrate dedication to improving personal abilities, practices, self-care, and fostering these qualities in colleagues.
Skills	I/P/WBE	Show understanding and dedication to valuing diversity while promoting dignity and equality in every aspect of work.
Skills	I/P/WBE	Use IT systems effectively, including Microsoft Office tools such as Word, PowerPoint, Excel, and custom platforms.
Other	AF/I	Protect children and adults requiring care, applying expertise and reasoning to avoid harm successfully. Work collaboratively with peers and external entities to guarantee swift and suitable protective measures.
Other	AF/I	Demonstrate respect for diversity and value differences, treating everyone fairly regardless of personal characteristics or status.



Other	AF/I	Seek to eliminate obstacles to accessing training, thereby advancing equitable opportunities for everyone.
Other	AF/I	Demonstrate readiness to travel locally and internationally for meetings and conduct training beyond standard hours.
Other	AF/I	Demonstrate readiness and capability to effectively represent Trust, Practice Hub, and The Learning and Development Service.
Knowledge	AF/I	Demonstrate expertise in trauma-informed, attachment-aware, and developmentally sensitive practices with children, families, and professional networks.
Knowledge	AF/I	Demonstrate comprehensive understanding and effective application of systemic principles within practical contexts.
Knowledge	AF/I	Demonstrate expertise in creating, organising, and executing educational programmes across various delivery methods.
Knowledge	AF/I	Demonstrate familiarity with reflective practice models and experience in leading groups focused on reflection.
Knowledge	I/P/WBE	Demonstrate a thorough understanding of applied practice requirements in children's social care.
Knowledge	I/P/WBE	Understand digital learning opportunities to effectively support the implementation of learning initiatives.
Training	AF/I	Demonstrate readiness to engage in necessary training and ongoing continuing professional development activities.
Training	AF/I	Demonstrate dedication and capacity to evaluate and improve personal skills while fostering growth in others.
Training	AF/I	Maintain relevant accreditations, professional registration, practice knowledge.



All staff understand that employment on this job description is in line with the current BCC; BCT and Acivico workforce contracts.

In line with your Birmingham workforce contract, it may be reasonable from time to time to request employees to undertake other duties commensurate with your role. These requests should be exceptional. If you find these are anything other than a 'time to time' request, then it will be necessary for the role to be re-evaluated (following NJC Gauge principles) to maintain the integrity of BCC's job evaluation scheme.

For reference your contract of employment states: From time to time, you may be required to undertake other or additional duties as we may reasonably require.

At Birmingham Children's Trust, we are dedicated to safeguarding and promoting the welfare of children and young people. We expect our staff to create an environment and culture that promotes equality, diversity, and inclusion and advocate for anti-discriminatory practices and behaviours.