



Job Description

Independent Reviewing Officer

Job Details	
Grade	6
Number of Posts	2
Department	Quality Assurance
Reporting to	Assistant Head of Service

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 Trusts 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

Overview of the role:

The primary purpose of the Independent Reviewing Officer is to ensure that statutory functions required within Child Care Planning are undertaken, that the child or young person's care plan fully reflects the child's current needs and that actions set out in the plan are consistent with Local Authorities legal responsibilities towards the child.

Key Responsibilities:

- Chair any Child in Care reviews held for the child/young person ensuring that statutory processes and procedures are followed.
- Ensure that children in care have effective permanence plans and suitable arrangements for their care.
- Monitor the performance by the Local Authority/ BCT of their functions in relation to the child's case.
- Ensure that children and/or young people are consulted and participate in their Child in Care Reviews, and that their views, wishes and feelings are ascertained and given due consideration.
- To ensure that children's rights are adequately addressed in their care planning and arrangements.
- To participate in other meetings associated with the child and young person, as this would support the IRO functions being performed.
- To ensure that recommendations and decisions, as well as records of meetings are accurate, meet statutory and legal requirements, and are available and distributed within required timescales.
- To ensure suitable and timely recording of IRO input on the child/young person's electronic case



record as required.
<ul style="list-style-type: none">• To undertake Management Reviews or Evaluation of individual cases, as and when required and audit cases on themes identified to ensure quality and safety or practice.
<ul style="list-style-type: none">• To promote independent and professional leadership around practice matters and provide advice to staff when required.
<ul style="list-style-type: none">• To ensure that duties are undertaken in a manner that promotes and values diversity and anti-discriminatory practice.
<ul style="list-style-type: none">• To be responsible for suitable and Smart recommendations and decisions at Child in Care Reviews and ensure a framework for monitoring compliance with plans and recommendations.
<ul style="list-style-type: none">• To challenge service decisions where necessary to fulfil an agreed care plan and to use statutory powers to escalate to senior managers and external bodies where appropriate.
<ul style="list-style-type: none">• To build and maintain relations with key partners to improve outcomes for children and young people.
<ul style="list-style-type: none">• To build and maintain relations with Children's Social Work Teams at all levels (Social Workers, Team Managers, Heads of Services, and Assistant Directors) in order to improve standards for children in care.
<ul style="list-style-type: none">• To develop, maintain, and comply with efficient and effective systems to ensure compliance with procedures and recording systems
<ul style="list-style-type: none">• To be an active member of the IRO Service and Safeguarding and Development Division, contributing to service development and planning.





Key Information															
Is a Safeguarding Check needed? (<i>DBS and Experian background checks</i>)	<p>Dropdown Options:</p> <table border="1" data-bbox="831 342 1448 438"><tr><td>Required</td><td></td></tr></table> <p>Or</p> <table border="1" data-bbox="831 527 1448 758"><thead><tr><th></th><th>Children</th><th>Adults</th><th>Children and Adults</th></tr></thead><tbody><tr><td>Basic</td><td></td><td></td><td></td></tr><tr><td>Enhanced</td><td></td><td></td><td>X</td></tr></tbody></table>	Required			Children	Adults	Children and Adults	Basic				Enhanced			X
Required															
	Children	Adults	Children and Adults												
Basic															
Enhanced			X												
Will this position have Line Manager Responsibility?	<p>Dropdown Options:</p> <table border="1" data-bbox="831 869 1003 978"><tr><td>Yes</td></tr><tr><td>No</td></tr></table>	Yes	No												
Yes															
No															





Person Specification

Essential Criteria		
Method of Assessment (M.O.A): AF = Application Form; E = Work Based Exercise; I = Interview; P = Presentation; Q = Qualifications		
CRITERIA	ESSENTIAL	Method of Assessment (M.O.A)
Education/Qualifications	Degree level or equivalent Social Work Qualification.	AF&C
Education/Qualifications	SWE Registered.	AF
Education/Qualifications	Evidence of ongoing professional training and development in accordance with the SWE requirements.	AF&C
Experience	Extensive (minimum of 5 years) post-qualifying experience.	AF
Experience	Experience of providing social work supervision and support.	AF & I
Experience	Considerable experience of managing cases within the context of children's social work including direct work with children and families.	AF & I
Skills	A thorough understanding of the legal framework relating to looked after children and care leavers, including knowledge of National Minimum Standards and the Adoption Agencies Regulations 2005.	AF, I & P
Skills	Knowledge and understanding of the principles behind safeguarding and effective care planning for children and young people.	I & P
Skills	A thorough understanding of the legal process and the issues	I & P



	involved when a local authority makes an application for a care order.	
Skills	Ability to chair complex childcare meetings with children; young people and families of diverse ethnic and social backgrounds; and professionals from a range of internal and external organisations.	P & I
Skills	Ability to communicate effectively with children and young people.	P & I
Skills	Ability to evaluate plans and make appropriate decisions which safeguard children, promote their welfare and long-term outcomes.	I & P
Skills	Ability to work collaboratively including negotiating, influencing and resolving conflicts using informal and formal procedures effectively while keeping the child's interests at the centre of decision making.	I
Skills	Excellent administrative organisational skills including being able to produce analytical reports and review minutes to a high standard within agreed timescales.	AF & I
Skills	Excellent personal organisational and time management skills sufficient to manage your own workload effectively.	I & T
Skills	Ability to communicate and record effectively using a range of IT systems including e-mail, word processing and data management systems.	AF & I



Skills	Ability to monitor service delivery and carry out quality assurance responsibilities.	P & I
Skills	An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by Part 7 of the Immigration Act 2016	I
Personal Attributes & Behaviours	The IRO should be an authoritative professional with at least equivalent status to an experienced child social work team manager.	I
Personal Attributes & Behaviours	The confidence and ability to work constructively with senior managers, offering a critical perspective and appropriate challenge to promote the welfare and best interests of children and young people	I
Personal Attributes & Behaviours	Capacity to work outside normal office hours when needed.	I
Personal Attributes & Behaviours	Capacity to travel effectively to locations both within and outside of Birmingham and environs using own transport or public transport.	I
Personal Attributes & Behaviours	Commitment to engaging with children and being child-focused in undertaking the role.	I
Personal Attributes & Behaviours	Committed to furthering the aims and objectives of the service within the context of BCC's policies and procedures including the equal opportunities policy	I

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.