**Job Description**

**JOB TITLE - Senior Residential Childcare Officer - Camborne House**

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| Job Details | |
| **Grade** | 3 |
| **Number of Posts** | 1 |
| **Department** | Commissioning & Specialist Services |
| **Reporting to** | Registered Manager, Care Manager or Assistant Care Manager |

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| 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 **T**EAM                        ACCOUNTABILITY AND **R**ESPONSIBILITY                                                              Q**U**ALITY AND INNOVATION                                                RELATION**S**HIPS                                        HIGH SUPPOR**T** HIGH CHALLENGE |

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| **Key Responsibilities** |
| * To be responsible, together with other team members, for the quality of day-to-day care, administration and organisation of the Children's Home, and for the Care Plans of several Children and Young People. |
| * As a Corporate Parent, working with children, young people, carers, families and other partner agencies in meeting the needs of Children Looked After in the Children's Home |
| * Organising, providing and participating in stimulating activities for young people during their leisure time, which may also include holiday breaks with the children and young people away from the Children's Home (usually between four to fourteen days). |
| * If you are a driver, you would be encouraged to undertake driving duties as part of the role, albeit you would be required to undertake driving assessment for the minibus. |
| * To act as a Key Worker to individual children/young people. |
| * To maintain high quality childcare standards within the principles of the Care   Standards Act 2000, and the Children's Homes Regulations and Quality standards 2015. Children's Act 1989 and 2004, Working together to safeguard children 2015, Safeguarding disabled children 2009. |
| * To support the Registered Manager with the routine production of statistical information, management information, procedure documents, etc, relating to children/young people resident in the Children's Home, or who have left the Home. |
| * To promote the health and well-being of all children/young people Looked after in the Children's Home (e.g. Health Monitoring, Mental Health, Sexual Health, Drugs, Alcohol, Tobacco, Volatile Substances etc) undertaking the administration of medication and health care activities for which you will be trained. |
| * To provide a caring and supportive environment in which children/young people can feel secure and free from harm or bullying. |
| * To act as a positive role model working within the City Council's Code of Professional Conduct. |
| * To actively promote the child's/young person's education by assisting with and encouraging school attendance, homework, school liaison, attending parent’s meetings/evenings, etc, with our education partners. |
| * To exercise appropriate behaviour management of children by being trained in and familiar with the homes behaviour management policy. Whilst preventative techniques should always be tried, at last resort it may be necessary to become involved in a restraint or holding situation with a child/young person strictly within "The Children's Homes Regulations 2015. |
| * To work within the Children's Homes Behaviour Management Policy. |
| * To be responsible for the maintenance of good quality written records and reports upon the individual child/young person's progress, which can be used in meetings and reviews. |
| * To be involved in the promotion and maintenance of good domestic and material standards throughout the home. This will on occasions involve Senior Residential Child Care Officers' undertaking domestic duties or cooking meals as part of a corporate parent role. |
| * To ensure the rights and needs of children and young people are met as fully as possible, whether spiritual, physical, intellectual, cultural, emotional or social. |
| * To meet the needs of children and young people there may be occasions whereby the post holder will be requested to remain on duty at the end of a shift to ensure that safe practice in maintained. (The post holder would be compensated for extra time worked). |

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| **Key Information** | |
| Is a Safeguarding Check needed? | Dropdown Options:  **Not Required**  Or   |  |  |  |  | | --- | --- | --- | --- | |  | **Children** | **Adults** | **Children and Adults** | | Basic |  |  |  | | Enhanced | X |  |  | |
| Will this position have Line Manager Responsibility? | Dropdown Options:   |  | | --- | | Yes | | No | |

**Person Specification**

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| **Essential Criteria** | | |
| Method of Assessment (M.O.A): AF = Application Form; E = Work Based Exercise; I = Interview;  P = Presentation; Q = Qualifications | | |
| **CRITERIA** | **Method of Assessment (M.O.A)** | ESSENTIAL |
| Qualifications | AF |  |
| Training | AF/I |  |
| Experience | AF/I |  |
| Experience | AF/I |  |
| Experience | AF/I |  |
| Experience | AF/I |  |
| Skills | AF/I |  |
| Skills | AF |  |
| Skills | AF |  |
| Skills | AF |  |

**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.**