



Job Description

Head of Services - Fostering

Job Details	
Grade	7
Department	Fostering
Reporting to	Assistant Director – Commissioning

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

Key Responsibilities

To support Assistant Director/Service Director in leading and managing city wide fostering services. This may include specialist service areas e.g. Early Years, EWS. To work alongside Assistant Directors, being clear on priorities and managing them collaboratively to ensure high quality services. To assist the Assistant Directors to deliver the service area's mission and vision to benefit children and young people in Birmingham. To build partnerships with and between local agencies including Family Support Services, Early Help, Children in Care Services, schools, statutory agencies, private, voluntary and community sectors to deliver collaborative partnerships that improve services and outcomes for children. To influence and support the delivery of excellent practice, demonstrating positive improvements in outcomes. To demonstrate positive leadership that reflects a clear belief, positive commitment and determination to secure good outcomes for children and young people.

- To contribute to the delivery of performance management to ensure timely, effective and good quality outcomes for children and young people

- To directly manage subordinate managers and, through them, social work services.

- To supervise subordinate staff.

- To collaborate with the Locality Assistant Directors from a city-wide perspective in relation to key activities including service development, service outcomes and quality of practice

- To champion and challenge service delivery to lead continuous improvement

- To build capacity and manage risk

- To ensure compliance with legal, regulatory and ethical requirements

- To promote equality of opportunity, diversity and inclusion in the service area.

- To effectively manage the allocated budget and associated resources for the service area.



<ul style="list-style-type: none">• To build and support a culture of good practice
<ul style="list-style-type: none">• To build and manage a culture of effective professional challenge
<ul style="list-style-type: none">• To develop processes and practice which ensures consultation and engagement with children, young people and their carer's in service planning and delivery
<ul style="list-style-type: none">• To build collaborative relationships that result in excellence through partnership with stakeholders (internal and external) and provide leadership to raise quality of services and evidence of achievements
<ul style="list-style-type: none">• To develop and manage business process and related relationships such as procurement
<ul style="list-style-type: none">• To contribute to and manage HR processes and procedures alongside corporate colleagues
<ul style="list-style-type: none">• To effectively manage resources; matching demand; developing individuals, monitoring and challenging performance as necessary
<ul style="list-style-type: none">• To use all recording systems as procedures, require
<ul style="list-style-type: none">• To have budgetary oversight in the course of their duties
<ul style="list-style-type: none">• To provide clear leadership, vision and direction, with specific focus on safeguarding principles as appropriate
<ul style="list-style-type: none">• To be responsible for leading specific service areas that are changeable depending upon business need.
<ul style="list-style-type: none">• To offer coaching and mentoring across the service as required
<ul style="list-style-type: none">• Undertake ongoing supervision and review of direct reports through the PDR and 121 process and ensure this is embedded for all indirect reports within service area and integrated service projects.
<ul style="list-style-type: none">• To ensure that there is effective communication for your designated service area
<ul style="list-style-type: none">• Commensurate to the grade of Head of Service to undertake other duties that may arise from time to time as determined by the Assistant Director/Service Director

Key Information



Is a Safeguarding Check needed?	<ul style="list-style-type: none"> Yes 		
		Children	Adults
		Children and Adults	
Basic			
Enhanced	<input checked="" type="checkbox"/>		
Will this position have Line Manager Responsibility?	<ul style="list-style-type: none"> Yes 		

Person Specification

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/Q	Safeguarding & Support – Educated to Degree level or equivalent and holds a recognised relevant professional qualification
Qualifications	AF/Q	Direct Social Work Management & Supervision – Holds a Social Work professional qualification or equivalent
Qualifications	AF/Q	Social Work post qualifying award desirable
Qualifications	I	Willingness to undergo appropriate training as required
Experience	AF/I	Substantial experience of working in a senior leadership role including improving service quality
Experience	AF/I	Experience of frontline practice work management



Experience	AF/I	Experience of analysing data and forecasting trends
Experience	AF/I	Experience of multi-agency working and delivery of services
Experience	AF/I	Experience of managing and promoting change, considering options, assessing risk and taking forward new initiatives
Experience	AF/E	Experience of financial management; understanding of the importance of robust financial management arrangements, financial regulations and compliance providing reports on budgetary control methods
Experience	I	Experience of successfully implementing project management and operational activities
Experience	I	Business awareness of National and Local Government context
Communication	I/P	Able to communicate effectively across a range of contexts including the ability to create and deliver concise, engaging and accurate information to a range of audiences, adapting style and content to needs of audience and checking understanding
Communication	AF/I/E	Evidence of persuasion and influencing skills at management level including over a range of contentious issues.
Communication	AF/E	Ability to write, understand and interpret complex written reports and policy documents, including the ability to evaluate the arguments.



Teamwork	AF/I/P	Able to build and motivate a team, creating a positive environment which encourages open discussion and innovation, supports performance, builds capability and enables professional development.
Teamwork	I	Ability to set clear direction, objectives and responsibilities, assumes accountability and inspires others by acting with integrity – role modelling BEST values
Teamwork	I	Ability to collaborate with and develop staff at all levels of the organisation to achieve a culture of positive challenge and support and enable their professional development
Resilience	I	Able to professionally challenge colleagues and partners across the organisation to secure good outcomes for children and young people
Learning and Development	AF	Willingness to undertake ongoing continuous professional development (CPD) and training, participate in supervision and lead team meetings

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.

