



## Job Description

### Local Authority Designated Officer

Job Details	
<b>Grade</b>	GR6
<b>Number of Posts</b>	
<b>Department</b>	Child Protection and Review
<b>Reporting to</b>	Head of Service or 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

**Key Responsibilities**

- To manage and offer advice and consultation on allegations against people who work in paid employment or who are in voluntary work.
- To offer advice and guidance to those who are concerned about individuals in a position of trust in line with local safeguarding procedures.
- Informing senior management of the seriousness and urgency of allegations that may bring the Council into disrepute and liaising with and working closely with the Communications and Press Office.
- To ensure that robust mechanisms are in place to progress allegations effectively in line with local Safeguarding Board procedures underpinned by Working Together.
- To ensure the Local Authority complies with its statutory obligations around managing allegations against individuals and respond to and act upon all allegations received in a clear, timely and appropriate manner.
- To present the safeguarding service as required e.g. at Multi-Agency Public Protection Meetings.
- To establish effective working relationships with Children's Services, the Local Safeguarding Children Board (LSCB), West Midlands Police and other relevant organisations including HR colleagues.
- To ensure the requirements of appropriate child care legislation and guidance are understood by all members of staff by attendance at social work team meetings, provision of induction information and informal discussion to social work teams.



Key Information				
Is a Safeguarding Check needed?		<b>Children</b>	<b>Adults</b>	<b>Children and Adults</b>
	Basic			
	Enhanced	x		
Will this position have Line Manager Responsibility?	Dropdown Options: <input type="text" value="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	Method of Assessment (M.O.A)	ESSENTIAL
Qualifications	AF	Recognised Social Work qualification.
Qualification	AF	Registration with Social Work England.
Experience	AF	Substantial post qualifying experience, at least five years, with significant experience at senior practitioner level or above.
Experience	AF/I/P	A clear and up to date understanding of social work issues and research.
Experience	AF/I	A thorough understanding of and ability to effectively apply the law and Working Together guidance.
Experience	AF/I	You will have good critical reasoning, to make an informed professional judgement. You will



		have experience and knowledge of the management of allegation process (LADO)
Experience	AF	A minimum of 5 years working directly with children and families in a safeguarding setting.
Experience	AF/I	Experience of providing constructive challenge to a wide base of professionals.
Skills	AF/I	Ability to understand, analyse and present a child's situation and the impact upon them and lived experience within the conference setting.
Skills	AF/I	A proven ability to communicate with and promote participation of children and young people and ensuring their voice is at the centre of the conference.
Skills	AF/I/P	Ability to work collaboratively with parents and children and promote co-production.
Skills	AF/I/P	Ability to work collaboratively with a wide range of professionals.
Skills	AF/I	Ability to clearly and effectively challenge other professionals as well as family members while demonstrating respect.
Skills	AF/I	Ability to challenge drift and delay and robustly apply the escalation process to address any concerns.
Skills	I	Ability to quickly analyse information and assess risk in order to provide advice and guidance to those planning safety for the child/ren.



Skills	I	Ability to use systemic, relational and trauma informed practice within a conference setting, ensuring meetings are managed effectively and everyone has a chance to express their views and ask questions.
Skills	I	Ability to offer advice and consultation regarding all aspects of child protection, including thresholds for child protection planning.
Skills	I	Ability to offer constructive de-escalation and dispute resolution skills in the conference setting.
Skills	AF/I	Ability to negotiate and apply diplomacy to achieve the best outcome for children.
Skills	AF/I	Ability to be organised and self-motivated in a fast-paced environment managing many competing priorities.
Skills	AF/I	Ability and willingness to work as part of a team as well as with other colleagues, internally and externally, in a collaborative way, offering support to colleagues and receiving support from them, in order to support and promote Working Together.
Skills	AF/I	An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by <b>Part 7 of the Immigration Act 2016</b>
Skills	AF/I	You will be able to demonstrate an understanding of policy and legislation related to LADO role and function.



Skill	AF/I	You will have shown an ability to work with highly confidential and sensitive information. This role requires a high level of professional integrity.
Other	AF	Demonstrable commitment to training and Professional development.
Leadership & Management	AF/I	Effectively prioritises and manages their own work, sets clear objectives; accepts responsibility and is accountable.
Leadership & Management	I	Inspires others by acting with integrity and role modelling. Giving clear guidance as part of the child protection process.
Leadership & Management	I	Having strong skills in maintaining an overview and being able to analyse progress, to ensure everyone maintains focused.
Leadership & Management	I	Contributes to creating a positive team working environment, which encourages open discussion, innovation and supports performance; builds capacity and empowers staff.
Leadership & Management	I	Demonstrates a sound understanding of quality assurance. Ensures compliance with procedures.
Leadership & Management	I	Challenging poor practice and contributing to quality assurance.
Leadership & Management	I	Able to manage complex situations and dynamics to steer professionals' decision making.
Leadership & Management	I	Influence good practice across the Trust and partner agencies,



		based on the latest research and legal guidance.
Leadership & Management	I	Auditing activity and reviewing progress on a regular basis.
Leadership & Management	I	Developing areas of special expertise and knowledge in order to represent the Trust in a number of forums, supporting the agenda to improve outcomes for children and young people.
	I	Additional support tasks as instructed by Head of Service/Assistant Head of Service.
Relationship Building	AF/I	Successfully builds and maintains an effective relationship with colleagues, external agencies, children and their families.
Relationship Building	I/P	Demonstrates effective interpersonal skills in dealing with people at all levels and from a diverse range of backgrounds.
Influencing & Persuasion	I/E/P	Successfully and sensitively persuades and influences others.
Influencing & Persuasion	I/E/P	Uses a range of techniques to achieve solutions.
Influencing & Persuasion	I/E/P	Actively listens to others, taking time to reflect before responding.
High Level Written & Communication Skills	AF/I	Communicates effectively across a range of contexts including the ability to create and deliver concise and accurate information to a range of audiences, adapting style and content to needs of the



		audience.
High Level Written & Communication Skills	AF/I/P	Ability to understand and interpret complex written reports and policy documents, including the ability to evaluate the arguments.

**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.**

