

Designated Social Care Officer for SEND

Salary range: £56,682 to £59,823 | Based in Twickenham & Kingston | Permanent | Full time

About the service

The Quality Assurance and Review Service is responsible for providing assurance on the quality and effectiveness of early help and social care practice, by coordinating a full programme of casework audit, themed audit and review. It will ensure that audit and review findings are analysed and turned into intelligence about service effectiveness to help identify priorities for improvement. The Quality Assurance service is also responsible for delivering the independent safeguarding functions within Achieving for Children, including the Child Protection Conference Service, the Independent Reviewing Officer Service and the Local Authority Designated Officer (LADO) service and the Education Safeguarding Advisor.

The Special Educational Needs and Disability Service has responsibility for ensuring children and young people receive timely and effective Statutory Assessments in line with the Children and Families Act 2014. The team coordinates the assessments from key partners and families identifying and setting out what special educational provision should be provided. The service works in collaboration with schools, health services and most importantly children and families to ensure the statutory Annual Reviews for children are complied with and timely decisions are made, focusing on improving outcomes for children and young people. The interface and relationship between social care, health and education is key to ensuring positive and successful outcomes for children and families.

About the role

The Designated Social Care Officer will support children's social care compliance with the legislation and spirit of the SEND Code of Practice leading to improved outcomes for children and young people with special educational needs and disability. They will ensure that the outcomes for disabled children and young people and those with Special Educational Needs are maximised by working to improve; quality of life, school absences, social care needs, personal autonomy and involvement in further education and employment, independent living and community inclusion. The Designated Social Care Officer will support colleagues in adult and children's social care to ensure they meet their statutory duties for children and young people with special educational needs and disability (SEND) aged 0-25.

The post-holder will solely work within Kingston and Richmond and will report to the Head of Practice Learning with a strong relationship to the Associate Director for SEND.

About you: our role specification

Qualifications

- Educated to degree level in social work with proven evidence of continuing professional development and registered with Social Work England.
- Coaching and or mentoring qualification or equivalent level of training and experience relevant to professional development.

Skills and experience

- Management experience in children's social care preferably experience in children and families services. To include knowledge of best practice to support and develop staff.
- Proven experience of effective implementation of Quality Assurance frameworks in order to deliver practice improvement.
- Proven experience of working collaboratively and in partnership with other agencies e.g. Education, Health, Police, the independent sector and with key internal stakeholders.
- Experience of presenting complex reports to a variety of audiences and proven analytical skills (quantitative and qualitative) and data rational. A good range of IT and report writing skills will be required.
- Proven experience of using user feedback to enhance services and to influence practice.
- Excellent knowledge of key challenges in social care particularly relating to children and families services, alongside very good knowledge of policy, guidance, legislation and best practice for children and families.
- Ability to confidently support and understand decision-making processes, including financial regulations and ability to produce and monitor business plans.
- Excellent knowledge and understanding of legislation, statutory frameworks, guidance, legal processes and national policy affecting services for children, young people and families, particularly in relation to children with SEND.
- Knowledge and understanding of current research and evidence which is used to inform analysis and decision making.

Personal attributes

- Excellent communication skills and ability to communicate effectively with a range of people both verbally and in writing, internal and external, as individuals and in groups.
- Ability to use appropriate leadership styles in different situations, dealing sensitively with people and influence and lead by example.
- Creativity and strategic thinking skills, including the ability to improve services, develop new ways of working, and find appropriate solutions to complex issues
- Strong organisational ability, including the ability to work on initiative and to prioritise workloads to meet agreed deadlines.

The post holder will be expected to undertake other duties commensurate with the grade of the post, including deputising or or working flexibly across the week to meet the business demands. This job profile is provided for guidance only.

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- Ability to demonstrate a high level of determination, personal drive, energy and ambition to achieve challenging targets and improve outcomes.
- Commitment to an organisational culture and the development of services that value equality and diversity.

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