

JOB DESCRIPTION

Role	Team Leader
Responsible to	Registered Manager/ Deputy Manager

Main Purpose of Job	To lead the shift in a residential children's home, providing care and support for up to 5 young people. To manage the day to day running of the shift under the guidance of the registered manager. Providing leadership to other staff members, ensuring smooth and effective shift planning and service delivery in line with policy.
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Main Duties and Responsibilities	
<p>Supporting Children and Young People</p> <ul style="list-style-type: none"> • Provide a nurturing environment, promote structure and routine and work in line with the children's homes regulations 2015 and quality standards • Actively safeguard children and young people at all times • Support positive working relationships between carers and children and young people • Actively encourage educational attainment and work in partnership with agencies to achieve best possible outcomes for children and young people • Advocate for children and young people, chairing meetings and leading in challenging shortcomings • Promote children and young people being actively involved in the day to day feel of the home and seeking their input • Respond appropriately to safeguarding concerns and report these effectively <p>Management and Leadership</p> <ul style="list-style-type: none"> • Lead each shift, ensuring effective shift planning and delegation • Take responsibility for medication, finances health and safety day to day • Manage the daily budget for the home • Provide guidance, support, supervision, and development opportunities to care workers • Monitor and assess care workers performance and develop areas of improvement • Work in accordance with the homes policies, the Registered Manager, Responsible Individual and HR Services • Contribute to Ofsted inspections and strive for Outstanding at all times <p>Regulatory and Administrative</p> <ul style="list-style-type: none"> • Ensure carers working on shift understand their roles and responsibilities to adhere to policy and legislator frameworks • To partake in safer recruitment of carers • Promote and encourage equality and diversity at all times • Work in line with GDPR 2018 in relation to records stored within the home and kept electronically • Attend training and development opportunities • Ensure compliance with health and safety practices within the home, including fire safety measures 	

Other Requirements
<ul style="list-style-type: none"> Any other reasonable duties as instructed by the Registered Manager

PERSON SPECIFICATION

Job Designation	Team Leader
Reports to	Registered Manager/ Deputy Manager

	ESSENTIAL	DESIRABLE	VERIFIED BY
Qualifications			
Educated to GCSE standard or equivalent		✓	Application Form/ Certificate
NVQ 3 – Level 3 Diploma (QCF) qualified in Children and Young People’s workforce (or equivalent)	✓		Application Form/ Certificate
Level 5 Diploma in Leadership for Health and Social Care and Children and Young People’s Services in the children and young people’s residential management pathway, equivalent (RMA etc.) or working towards.		✓	Application Form/ Certificate
Experience			
Considerable experience in sector	✓		Application Form/ Interview
Evidence of staff management	✓		Application Form/ Interview
Daily budget management including monitoring, recording & reporting.	✓		Application Form/ Interview
Experience of multi-agency working	✓		Application Form/ Interview
Skills and Ability			
Ability to manage, lead and motivate	✓		Application Form/ Interview
Ability to effectively and proactively engage with children and young people.	✓		Application Form/ Interview Presentation
Effective communication and interpersonal skills with colleagues, outside agencies, children and families.	✓		Application Form Presentation/ Interview
To promote and inspire confidence in the service.	✓		Interview
To participate and function professionally in meetings.	✓		Interview
To work in partnership with other agencies including Local Authorities.	✓		Application/ interview

Promote the health, safety and wellbeing of children, young people and staff.	✓		Application Form/ Interview
Knowledge			
Application of policy into practice.	✓		Interview
Equal opportunities in day to day practice.	✓		Interview
Principles of safer recruitment and selection.	✓		Interview
Full understanding of the principles and practical application of safeguarding and child protection.	✓		Interview
Personal Qualities			
To form professional positive, and functional relationships with other professionals	✓		Application Form/ Interview
The ability to deal with difficult situations and make appropriate decisions in a solution focused manner	✓		Application Form/ Interview
Build positive and collaborative relationships.	✓		Application Form/ Interview
Commitment to the behaviours and values recognised by the company in relation to integrity, honesty, reliability and compassion	✓		Application Form/ Interview
Demonstrable commitment to continuous improvement.	✓		Application Form/ Interview
Additional job requirements			
Full UK driving licence.	✓		Application Form / documentation