

Role Title: Evidence Based Programmes Team Manager

Salary: PO3

Location: Bradford, Hubs

Report to: Evidence Based Programmes District Manager

About Us

Bradford has created a new Children and Families Trust, which has been commissioned by Bradford Council to deliver a wide range of services for children, families and young people on their behalf. The Trust is accountable for determining how outcomes of these services are achieved and for the day-to-day running of commissioned children's services.

This is an important opportunity to renew our approach to delivering the support that Bradford's children, young people and families in need, by renewing services and creating a new organisation. We are bringing the mindset, dynamism and energy of a start-up together with the national expertise and determination of the Trust's Board, senior leadership and our colleagues' practical experiences of providing children's services in Bradford.

As a new organisation, Bradford Children and Families Trust has established our own purpose, vision, and outcomes for what we aim to achieve.

Our vision: For all children and young people in Bradford to be safe and able to realise their full potential.

Our purpose: To provide high-quality services with partners that help safeguard, support and promote the welfare of children, young people and families across the Bradford District.

We will achieve this through continuous improvements in our services and positive collaboration with our staff, our partner organisations.

Job Overview

- Lead and manage delivery of evidence based and innovative programmes for babies, children, young people and families living across the area.
- Manage a team of designated workers who deliver agreed evidence-based programmes and do this through a blend of supervision, oversight, effective workforce development, direct delivery and co-delivery with multi agencies. Manage, support and challenge practitioners in the delivery of support which demonstrates fidelity to the evidence base, improved outcomes for children and young people and effective rates of retention.
- To work in partnership with other professionals involved with children and families to ensure that provision reaches those most in need of support and shows impact, particularly in response to family need.
- To be responsible for delivery of high performance, fidelity, and quality in the programmes that are delivered and demonstrate this through consistently strong performance and quality reporting.
- To quickly establish, develop and maintain good working relationships with colleagues supporting them to adopt and embed Restorative Practice and other practice frameworks adopted in the service.



Main Duties and Responsibilities

- To be responsible for ensuring that statutory, best practice and reporting requirements are met, with particular reference to safeguarding children and vulnerable adults.
- Manage and support staff to ensure high quality of assessment of need and direct delivery for children and families.
- Ensure that management oversight and grip on group work delivery is robust, that case notes on all allocations are up to date and timely, that safeguarding concerns, exits, step up to family support and social care are organised and managed well.
- Support and manage staff to deliver a quality service through the use of formal and informal supervision, group supervisions, staff training, appraisal, induction, team development sessions, chairing staff meetings, on call support during out of hours delivery.
- Routinely quality assure and audit and observe groups and documentation to ensure that practice standards are being met and to support staff development and appraisal. Participating in and observing front line practice on a regular basis.
- Ensure, with senior management, the monitoring and management of team performance using performance management information and tools to ensure that performance against local and national targets is achieved and maintained.
- To contribute to the design and delivery of Early Help and evidence-based programmes, supporting service related projects as part of this role.
- Ensure engagement, with the Principal Early Help HOS and the Local Evaluation Lead, to enable provision that is of the highest quality.
- To take a key role in supporting Early Help and evidence-based programme services to achieve national regulatory requirements and successful inspection outcomes.
- To maintain records and manage data related to service delivery and outcomes in conjunction with senior management and create reports on a quarterly basis and upon request.
- To be responsible for liaising and supporting referrers through referral process and signposting to other services.
- Managing the triage, co-ordination and allocation of work tasks to staff ensuring all approaches used are evidenced based. Liaising with and supporting referrers through referral process and signposting to other services.
- Undertake relevant staff management and HR tasks, including recruitment, sickness, progression, capability, progress meetings with practitioners when improvement plans are in place and manage absence in line with Corporate and Departmental policies and procedures.
- To be responsible for keeping own professional practice and conduct keeping up to date with wider developments in relevant fields of work, acting as a role model ensuring high standards are met.
- Provide critical reflection, challenge and evidence-informed decision-making in complex situations for children on behalf of the Department, in line with delegated decision-making authority. Support others in developing these capabilities and finding their own solutions.
- Promote positive approaches to diversity and identity within the team and across the department, providing guidance and challenge as required.



About You

We are looking for applicants who can demonstrate that they meet the following requirements:

Education

Successful candidates will need an NVQ 4 (prior to 2011) or Diploma 5 in Health & Social Care, (Children & Young People) or a Level 5 Management qualification or an equivalent service related degree qualification.

Experience

Must have significant recent experience of working with vulnerable children, young people and families in need to support sustained improvements. In addition, some of this experience must have been in relation to working in a supervisory work role (not just case management) of staff, or students or volunteers, including coordination and allocation of work tasks to others.

Must have recent experience in chairing meetings with professionals.

Special Conditions

No contra-indications in personal background or criminal record indicating unsuitability to work with children/young people/vulnerable clients/finance Enhanced DBS check required.

The post holder is required to always have a useable car available or as advised by the line manager. The post is designated Casual Class 1 Car User status for the better performance of the duties for which the HMRC rate is payable.

Access to confidential information, case records and files.

Responsible for resources and equipment used as and when required, computer and mobile phone

Safeguarding Responsibilities

Bradford Children and Families Trust is committed to safeguarding and promoting the welfare of all children who use our services and as such expects all staff to share this commitment.

Successful applicants will be required to complete the relevant safeguarding checks. An DBS check will be requested.

We are an equal opportunities employer.

