

Role Title: Fostering Panel Advisor

Salary: PO6

Location: Sir Henry Mitchell House, Fostering Team

Report to: Service 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

To operate within departmental policy, practice and procedures and support the Fostering panel within the fostering Service in delivering a high-quality Service to children and their carers. To assist the fostering panel in ensuring practice standards, Fostering Regulations and National Minimum standards are met.

There will be a particular emphasis on mentoring and supporting social workers, including support and supervision responsibilities, to support their learning, seek out opportunities for their development and coaching as required.

Contribute to practice development, including undertaking activity that links to the Childrens Services performance framework, practice standards and Fostering Regulation, National Minimum standards along with Special Guardianship policy & Statutory Guidance.



Main Duties and Responsibilities

- Quality assures fostering panel papers being prepared for panel to make sure they meet the necessary standards and that all relevant papers are available.
- Act as professional advisor for fostering panel regarding panel procedures and practices, the impact of any recommendations made by the panel, and all relevant current and proposed Government legislation and guidelines.
- Ensure that the panel undertakes reviews of practice and outcomes as required and consistent with regulation and guidance
- Assist the Fostering Service Manager in consultation with the panel chairpersons, in the appointment, termination and review of members of fostering panel.
- To be responsible for the induction programme for new panel members, and in partnership with the panel chairpersons, for panel developmental / training.
- To be responsible, with the panels' chairpersons, for ensuring that applicants and workers attending panel are treated with respect and all questions / matters raised are appropriate and managed sensitively and that feedback is collected, analysed and fed back to panel and key staff.
- To be responsible, with the panels' business support officers for ensuring the smooth and timely running of the panels.
- To ensure that the panel process is completed to the point of decision making and all outcomes are recorded, and final versions of minutes and other documents are signed and filed.
- To be responsible, with the panels' chairpersons, for the performance monitoring of fostering panel members.
- Provide reports as necessary in support of the panel process in conjunction with the panel business support officer.
- To work with the panel business support officer to ensure the agency decision maker receives final minutes in order that all decisions are made within timescales and uploaded to LCS.
- Undertake any other duties deemed commensurate with this post as directed by the line manager.
- To co-lead, facilitate and assist with Fostering Service Developments alongside the Fostering Management Team.
- To be accountable for the quality of practice, setting standards and creating the conditions required for successful social work by motivating, nurturing and mentoring staff. Encouraging and promoting effective relationships and communication between individuals across the service and partner agencies.
- To undertake medium- and long-term practice development projects which require developed interpretation and analysis skills and partnership working with both colleagues and service users, to deliver solutions to a complex range of issues. Identifying practice changes, resource implications and training required.
- To deputise in the absence of the team manager to provide management cover in conjunction with the duty Team Manager for the Service Area and with the agreement of the Service Manager
- Undertake audit activity and moderation responsibilities, taking responsibility for the learning from these audits to be disseminated. Including liaising with external stakeholders where necessary and the development and delivery of training if required.



- To support and oversee the quality assurance of reports and assessment for Court Proceedings and fostering panel.
- To take a lead role in preparing less experienced social workers for court and at fostering panel.
- Remain up to date and compliant with all relevant legislation and adhere to organisational procedures, policies and professional codes of conduct to uphold a high-quality seamless service. Identify own continuing professional development needs and strive to meet these.
- Make recommendations in respect of assessments and care planning meetings ensuring the appropriate use of legal options have been explored and presented to court and fostering panel.
- Provide/offer expert opinion within the organisation and others because of developing expertise in one or more areas of practice and acting as a member of a professional or Service Planning Group.
- Work in partnership with other agencies and organisations, chairing and leading a range of meetings to fulfil the provisions of a Social Work Service.
- To work closely with other Practice Supervisors and with the Principal Social Worker to drive local and national agendas relating to social work.
- To maintain up to date, accurate, concise and purposeful records of work in line with departmental policy on recording and access to files.
- To facilitate training and other learning opportunities for all Social Work staff, based on own expertise, promoting best practice and improved outcomes for service users.
- To participate continuously in professional development opportunities including regular supervision and appraisal in line with registration and SWE standards.
- To act in accordance with the priorities and policies of the Department, actively promoting and supporting council policies on equality and working in an anti-oppressive manner.

About You

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

Education

- A recognised professional Social Work Qualification e.g. Degree in Social Work, DipSW, CQSW or equivalent as recognised by the Health and Care Professions Council
- A recognised post qualifying award in Social Work or demonstrable evidence of continuous professional development at a similar level.
- The candidate must be registered with the Social Work England (SWE) and ensure responsibility for maintaining registration with SWE.
- Valid, full driving licence (unless a disability prevents this)

Experience

- Significant experience of managing complex case work including child protection work and Court proceedings is necessary
- Hold Full Practice Educator qualification at Stage two. Or demonstrate a willingness to achieve Full Practice Educator qualification at stage two starting within 6 months of appointment.
- At least 4 years relevant social work experience of which 3 years must be post qualification; with a minimum of 6 months as an experienced social worker. Paid or voluntary work in a similar, relevant field will be considered at application stage.

Special Conditions

- You must be able to work evenings, weekends and bank holidays as required by the needs of the service.
- You must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act 2010 in relation to Disability Provisions

- There is a requirement for the post to have DBS checks
- You need to have a full driving licence and a car available

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 might be requested.

We are an equal opportunities employer.

