

Ambitious Stockport, creating opportunities *for everyone*



**Thinking
Stockport**



**Achieving as a
Team**



**Working with
Ambition**



**Showing everyone
Respect**

Job Profile and Working for Stockport

Our Council

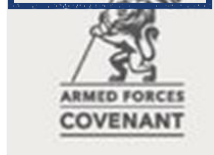
Our employees are our **greatest asset**. We're proud of the way we provide vital frontline services every day and work together, as **one team**.

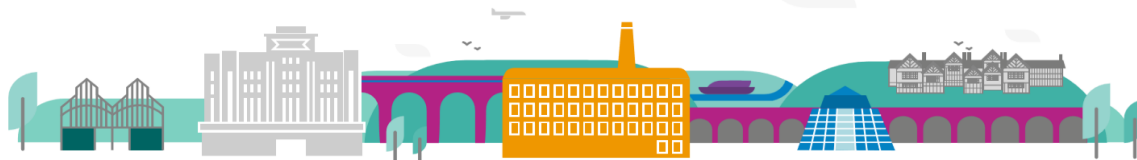
Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our employees at <https://greater.jobs/locations/stockport/>





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About the Job

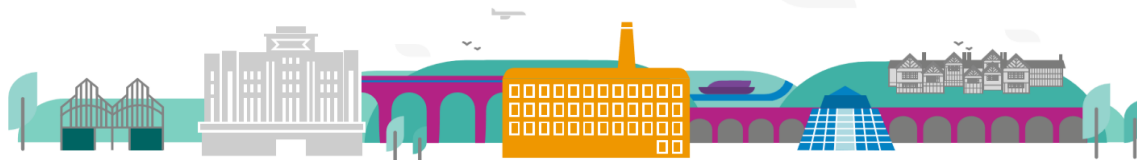
Role:	Registered Children's Home Manager
Service Area:	Residential and Support Services
Directorate:	Services to People - Childrens
Salary Grade:	MB4

Main Purpose of the Job

To be responsible for the leadership, motivation and management of a Registered Children's Home and any linked services, ensuring the service provided is effective at promoting and safeguarding the welfare of young people and delivers positive outcomes for them.

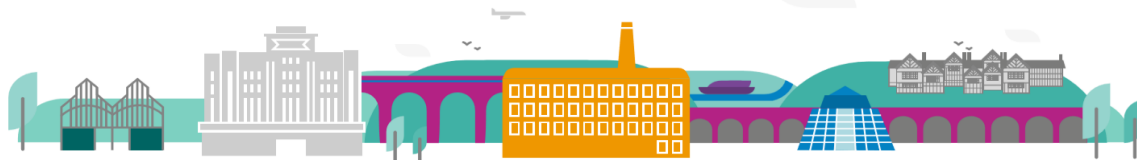
Key Responsibilities

- To manage the children's Home and ensure the efficient operation of the service in accordance with the relevant legislation, procedures, policies and the Statement of Purpose for the home.
- To produce a development plan for the service that ensures the delivery of high quality, clinically informed practice.
- To support staff to achieve the highest standards of care for children and young people.
- To co-ordinate and monitor casework and administrative functions of the home and evaluate standards of performance.
- To assist and supervise in the continual assessment of the needs of the children and young people and to identify and prepare specific development plans to ensure the most appropriate service provision.
- To be involved in recruitment of staff including, interviewing and inducting new employees.
- To contribute to a comprehensive staff training and development programme to enable the service to have available all necessary skills and levels of expertise to meet the needs of the young people.
- To contribute to the development of appropriate relationships with and between staff, young people and other stakeholders.



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- Liaise with the various internal and external multi-disciplinary teams to ensure that the care needs of new and existing residents are met.
- To chair meetings, reviews and discussions as necessary.
- To ensure at all staff demonstrate all times that professional ethics and behaviour at all times. Actively co-ordinate the service provision and be a focal point for support, advice and coaching to all staff within the Home.
- To assist in the management, appraisal, supervision and support of all residential staff.
- To organise duty rotas in order to ensure that the needs of the young people are met at all times.
- To ensure that the home's financial and administrative procedures are adhered to and to work within a set budget.
- Ensure all medication processes within the home are conducted in line with legislation.
- To work with other Managers to ensure that all staff work together and with others towards meeting the emotional and physical needs of the young people and planning for positive outcomes.
- Responsibility for safeguarding and promoting individual rights, providing good quality care which is free from oppression and where differences are respected and valued.
- To be accountable and take responsibility for liaising with regulatory organisations in relation to the way the home is managed.
- Be able to deliver the residential services 'Practice Standards'
- Ensure the all necessary documentation required by regulators is completed to a high standard and be available for inspections, checks or interviews as requested in accordance with the children's home regulations.
- To promote appropriate the relationships between staff and young people and their families, promoting the children and young people's involvement and participation in the day-to-day life of the Home.
- Maintain a clean and safe environment; ensure that the physical state of the building is maintained to a high standard and that all repair/maintenance problems are dealt with promptly.



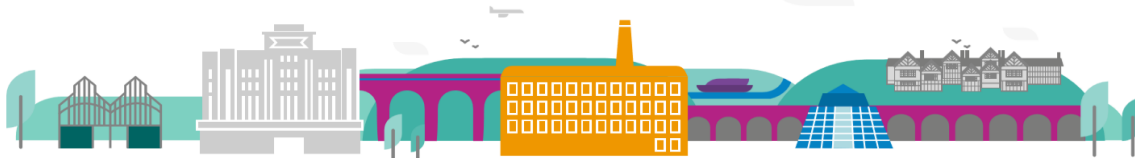
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- To participate in a range of corporate and management activities as defined by the senior management team.
- Ensure that safe working practices are employed by all staff at all times in accordance with the Health and Safety at Work legislation. Will co-operate with designated personnel exercising their responsibilities in relation to the Health and Safety at Work Act
- To work positively and inclusively with colleagues and customers so that the Council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation.
- To fulfil personal requirements, where appropriate, with regards to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council's priorities.

Additional Information

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

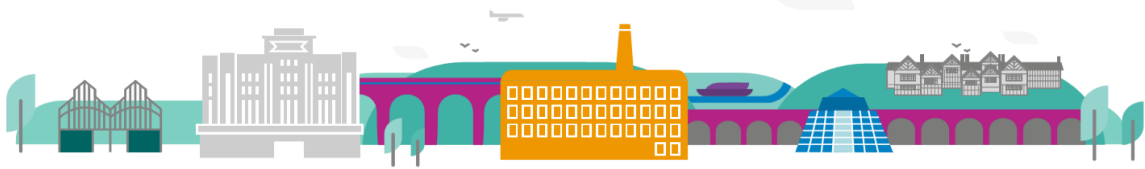


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About You

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

- Working to the Council's values and behaviours by:
 - Keeping the people of **Stockport** at the heart of what we do
 - Succeeding as a **team**, collaborating with colleagues and partners
 - Driving things forward with **ambition**, creativity and confidence
 - Showing value and **respect** to our colleagues, partners and customers.
- At least two years' experience of working as a deputy manager level in a children's residential setting
- Experience of involving service users in planning and delivery of services.
- Experience of budget management
- Experience of developing staff and teams
- Ability to use computer systems to record, store and retrieve information
- Ability to communicate clearly (oral and written) and to work in partnership with service users, colleagues and other agencies.
- Knowledge of relevant legislation and social policy issues; and of different approaches to social care practice
- Supervision and staff development management skills.
- Effective leadership, including business and management skills and financial expertise.
- Professional qualification relevant to working with children which must be social care foundation degree at Level 5) or equivalent or a recognised social work qualification. The Level 5 Diploma in Leadership and Management for Residential Childcare (England) ("the Level 5 Diploma")
- A willingness to be flexible in a changing environment



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