

Job Title	Assistant Director, Quality Assurance and Practice Improvement		
Pay Grade	D1		
Directorate	Children's services	Division	Quality Assurance
Reports to	Strategic Director Children Services		
Budget (£)	Financial control of budget in excess of £10 million across Children's services, and responsible for income generation above £800,000.		
Role Purpose <ul style="list-style-type: none">• The council's lead professional officer for the standards and professional development for statutory social care practice for vulnerable children and young adults under 25 (including those with disabilities receiving services from the Children and Young Adults Disability Service). The role has both strategic and operational responsibilities in service areas of increasingly high demand that require careful management to ensure the expectations of users, and their families are met, whilst available resources will continue to decline.• The role is responsible for inspection preparation for YJS and SEND and delivering the quality assurance framework across Children's social care, Education and YJS			
Measures of Success <ul style="list-style-type: none">• The post will lead and develop an in-house team of more than 15 managers, taking lead responsibility for the oversight of practice registration/development of over 200 staff requiring to be registered with the national regulator Social Work England.• The post holder will oversee several different social care services, requiring a wide range of statutory social work expert knowledge and experience. To help the vulnerable children and young people across Harrow have positive experiences with health and social care services that are less fragmented, improving access and based around their and their carers' needs.• Responsibility extends to the financial control of a budget in excess of £10m for a large range of services and a diverse range of service providers in Children and Young People Services. This includes taking lead for income generation opportunities of around 800K per year (e.g. Supporting Families Programme / What Works Centre bids).			
Tasks / responsibilities <ol style="list-style-type: none">1. Responsible for strategic oversight, managing safeguarding risk for children and young people in need of care, protection and support, ensuring social care statutory compliance and good / best practice is secured, to improve life outcomes.2. Responsible for the strategic oversight of multi-disciplinary delivery, managing safeguarding risk for children and young people known to Early Help (including Children Centres) and the Youth Offending Team, ensuring statutory compliance and good/best practice is secured, to improve life outcomes.3. Community safety and public protection responsibilities as detailed by the Youth Justice Board.4. To lead and manage a service that is reflective, values goals based direct work with families, with appropriate and respectful challenge and self-audits for learning to achieve continuous service improvement, that is appropriate and responsive to			

- children and their families. This includes assessment, planning, delivery, monitoring and reviewing early intervention, youth offending and social work interventions (and that of other professionals) in line with relevant good and best practice, legislation, policies, procedures, guidance and regulations.
5. To lead and co-ordinate key partnership arrangements to ensure that the service works together with statutory, voluntary and private sector providers to support, care and protect children & young people in need of services, and their parents and carers.
 6. To take responsibility for overseeing workforce development and improvements across CYPS, focusing on:
 - the recruitment and retention of staff.
 - the continual professional development of staff in particular to ensure effective joint, multi-disciplinary and multi-agency partnership working.
 - high-quality professional supervision.
 - integration of partnership initiatives, including multi-agency and multi-disciplinary, evidence-based, good and best practice.
 7. To demonstrate a commitment to the Council's Equal Opportunities Policy and implement the policy in relation to the job responsibilities.
 8. To determine, advise and brief directors on complex/high risk situations e.g. when legal advice is required in respect of any actual or potential court matter and consult with the Director CYPS / Corporate Director People Services to seek authorisation for issuing or responding, as necessary and appropriate.
 9. To escalate complaints and matters of a critical, contentious, complex and/or costly nature to the Director CYPS, and relevant others, using the Need-to-Know reporting format, as necessary and appropriate.
 10. To take lead responsibility for specific initiatives and projects within the People Services Directorate, to deliver service improvement.
 11. To contribute and lead HSCB / HSAB partnership activities and represent the children's social work perspective when undertaking multi-agency / disciplinary work.
 12. To develop and support innovative multi-disciplinary and partnership practices to maximise the impact of effective joint working with children, young people and their parents/carers (e.g. Co-location & Team Around the Family / Child approaches).
 13. To chair, and/or provide expert advice, to identified Panels / Fora, to ensure the right children and young people are receiving the right level of early intervention and/or social care and/or youth offending service, within a value for money context, delivering challenge and scrutiny.
 14. To provide out-of-hours on-call senior manager support on a rota basis with other senior managers to the Emergency Duty Team and respond to any Emergency Planning/Disaster Recovery Plans that may arise.
 15. To lead and manage the commissioning, procurement, and contract management of complex ICT contracts in order to deliver client-based / placement brokerage and central government statutory reporting requirements across children and adult services.
 16. To act as the Principal Social Worker across CYPS and represent at regional and national PSW forums.
 17. To strategically oversee the business management delivery of the Harrow Safeguarding Children Board.

18. To provide strategic leadership of quality standards/quality assurance framework that monitors, evaluates and reports on the impact on children and young people.
19. To lead and strategically manage the commissioning, procurement, and contract management of complex workforce requirements linked to training and development needs across the CYPS workforce.
20. To provide strategic leadership across CYPS to meet the requirements of OFSTED, external and corporate readiness for inspection and peer review activity.
21. To provide strategic leadership on all matters relating to reporting of serious incidents to OFSTED reporting requirements and allegations of harm relating to the Harrow Local Area (across all partnership / third sector agencies).
22. To act as Statutory Caldicott Guardian for Harrow council in order to ensure that Children and Adult Services makes sure that the personal information about those who use its services is used legally, ethically, and appropriately. To provide leadership and informed guidance on complex matters involving confidentiality and information sharing.
23. To ensure services meet the national and corporate priorities to improve life chances and outcomes for Harrow's vulnerable children and young people, including those in need of safeguarding, and children looked after.
24. To promote a positive health and safety culture.
25. To ensure compliance with the council's information security policies.
26. To motivate, train, develop, and performance manage staff to effectively meet objectives.

Selection Criteria

Qualifications, Knowledge and Experience, Skills and Behaviours

Role requirements	Essential	Desirable
At least 5 years of previous experience working within a children's and/ or adults with learning disability service.	✓	
At least 3 years' experience managing social workers and staff providing assessments and services to children and young people with disabilities and/or adults with learning disabilities.	✓	
Proven experience of leading and delivering successful change management across complex services in Adult or Children's Social Care Services.	✓	
Experience of strategic planning and service development.	✓	
A thorough understanding of the needs of children and young people with disabilities and the needs of their parents and carers.	✓	
A thorough understanding of the needs of people with learning disabilities and those requiring health and social care support.	✓	
Knowledge of: <ul style="list-style-type: none"> • Relevant legislation, associated regulation and guidance adults with disabilities. • Requirements of the Children in Need Assessment. • Framework/ Common Assessment Framework. • National foster care standards and regulations. 	✓	

• Safeguarding Children and Adults procedures.		
Knowledge of relevant legislation, associated regulations and learning disabilities, including older people.	✓	
Knowledge and understanding of processes and mechanisms for involving users and carers.	✓	
Knowledge and awareness of good practice in focusing on high-quality, evidence-based outcomes for children and their families, adults with learning disabilities and/or older people and their families, with a record of achievement in this area.	✓	
Qualifications		
Educated to degree level or equivalent.	✓	
Qualified and Registered social worker.	✓	
Higher degree or postgraduate leadership management qualification or equivalent.	✓	
Willingness to undertake the Councils Leadership Programme.	✓	
Evidence of recent relevant professional development.	✓	
Other Requirements		
For example -The job involves travel for business purposes: Yes		