

Job Description

Director – Inclusion and Family Services

Role Profile	Leadership Grade
Service/Team	Children's Services
Reports to	Corporate Director – Children's Services
Number of posts	1

Job Overview

My job improves the quality of life for the people of Bournemouth, Christchurch & Poole Council by... providing effective and impactful leadership of quality services that secures positive outcomes for children and young people.

Strategic vision

To improve the life chances and outcomes for the most vulnerable children in the community.

To design and deliver services that meet the council's objectives, priorities and values are met.

To effectively engage children, young people and their families in the strategic and operational work.

To create the right environment within which improved outcomes for the community's children, and young people can be delivered.

Specific accountabilities

- Provide strategic leadership and management to ensure effective service delivery leads to improved outcomes for vulnerable children
- To be a member of an integrated and collaborative management team, including matrix management accountabilities which ensures children's services are effectively managed and delivered and a learning and outcomes culture is promoted, and role modelled
- Drive and deliver effective early identification, support and early help services to secure improved outcomes for children, young people and their families
- Ensure an effective, integrated pathway with social care services to deliver a seamless pathway and improved outcomes for children
- The accountable and responsible officer for the SEND strategic and transformation agenda, ensuring services are of quality and comply with regulations and deliver and improved outcomes for children; for example:
 - Design and implement an integrated 0-25 service
 - Lead the development of graduated pathways, supported by a team around the child approach, and embed banding arrangement to ensure all children can achieve their potential
- Provide the professional leaderships of the implementation of the SEND Code of Practice and reforms and provide
- Develop effective partnerships with schools, including SENCOs, creating and sustaining in partnership a hub for excellence, commissioning outreach and supporting plans to develop skills within early years and maintained settings
- Work collaboratively with senior officers within Children's, Adults and Housing Services etc to plan and implement seamless transitional services for young people, their families and carers when necessary.

This job description is not exhaustive and reflects the type and range of tasks, responsibilities and outcomes associated with this post.

- To recommend and implement strategies, policies and procedures in all aspects of SEND and Early Help services to meet the council's objectives, purpose and customer needs within the relevant statutory requirements and responsibilities
- To be the Professional Lead for the effectiveness of Schools re: access, inclusion and progress for the benefit of children and young people
- To ensure the family facing aspects of the education system are effective and ensuring good access to education, including the leadership and management of the School Outreach and Attendance team and the Inclusion agenda, the Fair Access Panel (support aspect)
- To be the strategic and accountable officer for the effectiveness of the Virtual School
- Ensure effective line management and clinical supervision arrangements are in place throughout the service promoting learning, professional development and accountability
- Attend and lead discussions at the relevant Council Boards and Partnership groups, acting as the Chair when necessary to facilitate successful outputs and progress on priorities
- Take responsibility as part of the leadership team for delivering whole council budget and savings, taking a corporate and joined up approach alongside robust and reliable service financial management
- To support the Council's role in planning for and responding to civil and council emergencies using skills/expertise of the post holder and in accordance with council emergency procedures. To provide emergency contact details for the purposes of emergency and service continuity plans
- To ensure service continuity plans are in place to enable the delivery of essential services following a business disruption and, where requested, ensure services are prepared to respond to the needs of the community following an emergency
- Participate in regional and national networks and learning events and represent the Council at external conferences and networks
- Develop, implement and review the unit's service plan to continually improve and modernise services and manage the performance of the service in line with council policies
- Manage the services budget in an efficient way; comply with the council's standing orders and guidance and any relevant statutory requirements, including the Equality Act, the Health and Safety at Work Act and GDPR Regulations
- Represent the unit and council in a professional manner within local government, regional, national government, voluntary and community agencies and forums and partnerships
- Lead the development and promotion of proposals and bids to secure external funding to deliver BCP's priorities and support service delivery
- Be responsible for the recruitment, management, development, wellbeing, of staff in the service to enable high standards of performance and customer service and ensure that appropriate workforce planning and performance management is in place to enable effective service delivery
- To set the culture within the service and ensure that the organisations behaviours are embedded.

Specific Qualifications and Experience

- Degree and further professional qualification in a relevant subject (Education, Social Care or Health) or be able to demonstrate equivalent knowledge, skills and experience
- Significant experience and professional competence in relation to children's social care services and commissioning
- Management qualification or equivalent experience
- Substantial experience in both strategic and operational management across a range of services and functions within a large and complex organisation
- Leadership of high profile innovative projects which have a wide-ranging impact and reputational risk for the Council
- Substantial understanding of the local and national social care and education standards context.

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