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| Job Outline |

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| **Post:** | *Foster Family Placement Supervisor*  |
| **Location:** | *IFS Hamilton/Hillington* |
| **Responsible To:** | *Senior Management Team via Operations Manager* |
| **Staff Responsibility:** | *Foster Carers/ Child & Youth Care Workers (FT & PT)/**Sessional Care Staff* |
| **Hours of Work** | ***37 hours per week*** *(worked over a combination of early and back shifts (plus two weekends in three)* |
| **Salary:** | ***£41,728.62 - £47,065.61 per annum*** *(SCP 38 - 43 depending on qualifications & experience)*  |

**Who are we?**

Kibble is Scotland’s specialist provider of services for at risk children and young people. By providing a range of integrated services, we help build positive futures for children and young people aged 5 plus, with complex social, emotional and educational needs.

**Job Purpose**

We are seeking to recruit a Service Manager, known as, a Foster Family Placement Supervisor to join our existing team, on a one-year fixed term basis to cover for maternity leave *(secondment arrangement may also be possible).*

The post holder will be responsible for the day-to-day running of the service which combines intensive fostering and adult placement services within the context of Kibble’s community-based services including residential homes, for which they will also have Duty Manager and On Call responsibilities.

The post holder must be a proactive and forward-thinking practitioner with a focus on delivering a high-quality service through strong leadership and relational engagement.

**Fostering Management**

You will co-ordinate and actively participate in the recruitment, assessment and preparation training of prospective carers and provide support and guidance to existing approved carers. You will also provide supervision and support to external independent assessors. In addition, supervising staff key working young people within the fostering service.

**Residential Community Service Management**

You will be required to have an overview of and provide support through the Duty Manager rota and On Call rota (when required) to the Community based residential team(s) associated with IFS; residential patterns and hours of work can therefore be required.

**Main Duties**

The Family Placement Supervisor will be responsible for:

* Providing an appropriate level of advice, guidance and support to carers and staff, both informally and formally.
* Liaising with parents, families and other agencies involved in the care of the children and young people using the service, informing them of progress and decisions affecting the young person.
* Actively developing the service whilst maintaining links and partnership working within and out with other Kibble Services.
* Maintaining appropriate systems and structures for the service including risk management and auditing of documentation to ensure high quality outcomes for the children and young people and the organisation.
* Deputising for the Operations Manager, as necessary.
* Maintaining own continuing professional development, both through opportunities offered by Kibble and by using own resources and initiative.
* Undertaking any other reasonable duties as may be delegated by Kibble’s management from time to time.
* Conducting initial assessments, BAAF/Adult Carer Assessments, facilitation of ‘Skills to Care’ preparation training for carers and training to existing carers.
* Presentation of BAAF/Adult Carer Reports to Kibble’s Panel.
* Maintain an awareness of health and safety at work and to operate a safe working environment for self and others.
* Participation in the out of hour’s on-call and duty rotas.
* Undertake any other reasonable tasks as required by the Operations Manager or other senior members of staff.

**Key Skills, Qualifications & Experience**

* Possession of the BA Hons Social Work/CQSW/DipSW/CSS is essential.
* Current registration with the SSSC.
* Three years’ experience of working with children or young people with complex needs within a range of settings including fostering with previous supervisory, linking and/or mentoring experience.
* Knowledge of child development, childcare legislation and relevant legislation as well as related codes of practice/regulations are essential.
* Build trusting relationships with children, young people, carers and staff.
* Excellent communication, administration and organisational skills are essential whilst to working as part of a professional team.
* Experience of motivating and leading others.
* Possession of a Practice Teaching Award and/or Certificate in Child Protection and / or management experience is desirable.
* Represent Kibble professionally with external agencies, including all relevant meetings.
* Possess a full driving licence and be willing and able to drive school transport.
* Commitment to continuing Professional Development and to provide an up to date PRTL record.
* Previous experience of working with Foster Carers is essential, within Residential or Community based Services is desirable.

**What do we offer?**

Employee benefits package available including cash4health, free parking, free lunches, gym membership and access to our employee assistance programme to name but a few.

### Notes:

1. This job outline reflects the main tasks and responsibilities discharged by the postholder at the present time, however, Kibble reserves the right to alter or amend the content of this job outline to reflect changes to the job or services provided, while maintaining the overall character and level of responsibility for the post.
2. Notwithstanding any information or statement described within this job outline, all duties must be carried out in a way that promotes equality of opportunity, dignity, and respect for all individuals and which is consistent with Kibble’s stated policy on equal opportunities.
3. The successful candidate will be required to become a member of the PVG Scheme. Having previous convictions will not automatically disbar you from working at Kibble (except for offences against children or other vulnerable groups) and every case is taken on an individual basis.
4. The successful candidate will be required to undertake Safe Crisis Management (SCM) training and will require a level of fitness to be able to carry out SCM. The successful candidate must be able to participate fully in this training and be prepared to put this training into practice.

The SCM training will consist of two days theory and two days physical training. The successful candidate must complete this training in full within four weeks of an agreed start date. Should the candidate for any reason fail any aspect of the SCM training (theory, physical or both parts), an additional two weeks will be given to pass

1. Please be aware that this post is subject to a **twelve-month probationary period.**

**To apply:** Please visit our online recruitment site - **www.jobtrain.co.uk/Kibble**

**Closing Date:** Sunday 17 July 2022