



Person Specification – Senior RCCW

Location : Residential House

Line managed by: Assistant Manager/Manager

Salary Scale: £27,030 – inclusive of a set number of on calls per annum

Hours of Work: 40 hours per week

Job Purpose

To assist the Management Team with the effective and efficient management of the house. To work within, and ensure effective delivery of the main responsibilities and key result areas identified within the role of RCCW.

The Role:

You will be part of a unique team who will drive the Care staff team to not only facilitate positive practice but you will have the opportunity to shape the practice of our Service.

The Senior RCCW will have demonstrated their experience of prioritisation and allocation of high level needs, including involvement in child protection and outcome focussed interventions. You will believe in the benefits of a team approach placing the child at the centre of the care plan whilst being committed to partnership working by practicing this methodology with all stakeholders.

We believe in a culture of continuous improvement and professional development therefore it is important for the Senior RCCW's to share that belief and display a firm commitment to the vision and aims of Spark of Genius. Senior RCCW's will also demonstrate a drive for supporting, motivating, supervising and mentoring high performing teams to ensure that they achieve good outcomes for young people.

experience for the post and a clear understanding of the Quality Standards for Children's Homes the Ofsted inspection process and the systems we have in place in place to meet the nine quality Standards.

The Functions:

To ensure that a high standard of service is being delivered by yourself and that you present yourself as positive role model to both your peers and young People.

You will ensure that not only do you understand the daily routines of the House but you participate in the identified tasks that mean these are completed to the highest standard.

In your role as Senior RCCW you will be 'on show' therefore it is your responsibility to ensure that your practice is of the highest standard and that your practice is within the Policies and Procedures established in the home and those of Spark of Genius.

It will also be your responsibility to be conversant with the 'Quality Standards' and to ensure that all work is carried out to enable the effective delivery of this ethos.

Key Duties and Responsibilities

- To provide a supervisory and mentoring role to practitioners who will be providing a caring role to our Young people.
- Responsibility for practice development of the care team. ● To ensure that the care team have the skills, knowledge and ability to care for children and young people effectively. ● Ensuring that staff understand and are fully aware of the daily routines of the home.
- To support on call arrangements as a Senior Member of the team.
- Assist with management tasks including finance, staffing, recruitment, training and environment.
- Contribute to the maintenance and improvement of standards. ● To keep up to date with new theories that underpin your practice, while sharing any knowledge that enables continued learning of the residential task.
- Contribute to and complete professional reports within agreed timescales.
- Contribute to assessment and care plan arrangements, participating in reviews and other meetings as necessary, for

Updated June 2016

young people which promotes and maximizes the ability of families to care for children in their own communities whilst ensuring that children's reviews and meetings are delivered within the required time scales and be able to evidence your ability to appropriately advocate for our young people.

- Ensure both local authority and internal care plans are in place and that staff fully understand their role.
- Chair, or participate in meetings and reviews, as and when required.
- Ensuring strategies and interventions that enable young people to experience good outcomes are shared with your colleagues. ● Arrange and attend link meeting with the school.
- Responsibility for ensuring and promoting the safeguarding of any young people that you may come into contact with. ● Work in accordance with Spark of Genius vision and aims ● Work within the policies and procedures established in the home and those of Spark of Genius.
- Ensure that all staff are aware of their roles and responsibilities in relation to national standards of care.
- Ensure that all staff are made aware of the variety of intervention strategies to work with children and young people in our care.
- Ensure that the standards expected in the delivery of care are upheld and the standing of the Company is maintained. ● Ensure the house has sufficient and varied information regarding access to other support agencies and children's rights services. ● Take the lead in ensuring an open culture is created, one in which children can complain and that they are listened to. ● Be alert to the signs of distress, abuse, bullying or intimidation and ensure young people are monitored and protected ● Ensure that all staff work within a non discriminatory environment.
- Work within the code of confidentiality and ensure that records in the house are stored in a manner which is compliant with regulations.
- Undertake and participate in any training programmes which are relevant to the employment of staff working in children services, paying particular regard to residential care.
- Deputise in the absence of the management team, where necessary.
- Ensure staff fully understands the role of a key worker and make sure systems are in place for the delivery of this practice. ● Promote and actively encourage the professional development of staff, through role modeling.
- Ensure that all administrative requirements of the house are maintained in such a way that they are compliant with good

3

Updated June 2016

childcare practice, houses procedures, Company policies and Quality standards.

- Ensure staff are aware of and deliver the support required to ensure the life chance opportunities of the young people for their social, educational, leisure, emotional, physical, and cultural needs are met.
- To be sensitive to the needs of individual children, taking account

- of their gender, sexual preferences, race, culture, language and religion
- Where required act as a nominated officer for a variety of certification purposes, e.g. Fire, First Aid, Health and Safety, Training.
- Undertake development of staff's practice, work within the Company policies and procedures, personal development plans (PDP).
- Safeguard and promote the welfare of children and young people.
- Promote and actively encourage the delivery of a safe, structured and nurturing environment.
- Where required be involved in the staff recruitment process. • Provide cover to other Spark of Genius residential houses when required.
- You must co-operate with the Company in complying with the Health and Safety requirements and are therefore expected to follow Company policies, to acquaint yourself with the Fire, Health and Safety Procedures at your place of work and carry out relevant risk assessments of unsafe practices and conditions that present a safety risk.
- Awareness and responsibility for the health and safety of the home, children, young people, colleagues and yourself • You must co-operate with the company in complying with the Health and Safety requirements and are therefore expected to follow Company policies, to acquaint yourself with the Fire, Health and Safety Procedures at your place of work and report any unsafe practices and conditions
- The post holder may be reasonably expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time. It is the responsibility of the post holder to comply with Equal Opportunities requirements at all times.
- Any other reasonable management instruction

Training

4

Updated June 2016

- Complete a PDA in Health and Social Care.
- Mentoring Training; to enable personal development and of others and is a useful empowerment tool.
- Group Dynamics; to identify how groups are formed and maintained and how they can function effectively or be negatively manipulated.
- Child Development; to understand basic child development and how traumatic events may impact on a child's ability to develop

- in a positive way.
- Leadership; what makes a good leader, what are the skills required.
 - Child Care and the Law; understanding the legislation that affects children being Looked after and Accommodated.

The Company reserves the right to vary duties and responsibilities at anytime within legal notification frameworks, however, not outside what is considered reasonable to the original post.



Person Specification – Senior Practitioner

	Essential Criteria	Desirable Criteria	Method of Assessment
Education and Qualifications	<p>1. Educated to QCF 3 Standard. (Can be evidenced in other professional training) or ability to demonstrate competency at this level</p> <p>2. QCF 3 and working towards QCF 5 (within 2 years) Leadership & Management or equivalent.</p>	<p>1. Professional Care qualification (BA Hons Social Work or equivalent).</p>	<p>Application form and certificate check and interview</p>
Skills and Experience	<p>3. High standard of reporting and recording.</p> <p>4. Experience of working in a mentoring role.</p> <p>5. Proven experience of working on own Initiative.</p> <p>6. Proven communication skills.</p>	<p>3. Evidence of undertaking a supervisory role in relation to staff within a residential environment.</p> <p>4. Experience of formal and informal supervision of staff</p> <p>5. Leadership and motivational skills</p> <p>6. Good interpersonal skills</p>	<p>Application form, references and interview</p>

<p>Knowledge</p>	<p>7. Wide knowledge of the behaviours displayed by children and young people and an understanding of a myriad of intervention strategies</p> <p>8. Working Knowledge of legislation in relation to child care including Quality Standards.</p> <p style="text-align: right;">Application form and interview</p>
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Updated June 2016

	<p>9. An understanding of the process of child development.</p> <p>10. Knowledge and understanding of the principles of team work</p> <p>11. Understanding the principles of safe guarding and child protection</p>
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<p>Ability</p>	<p>12. To apply systems and processes within residential homes that are compliant with the Quality Standards.</p> <p>13. To develop and maintain effective team working practices across the staff group</p> <p>14. To convey to the staff the knowledge and skill required in applying a variety of intervention strategies</p> <p>15. To communicate with outside agencies, children and their families as well as communicate effectively with a staff team and management.</p> <p>16. An ability to work directly with and within a staff team.</p> <p>17. Promote the health, safety and wellbeing of children, young people and staff</p>	<p>Application form and Interview</p>
<p>Other Requirements</p>	<p>18. A willingness to participate in all in house training whether mandatory, development or identified training.</p> <p>19. Ability to work shifts including evening and weekends</p> <p>20. An ability to assist in on call arrangements to meet business need.</p> <p>21. Full UK driving licence</p>	<p>Application form and interview and licence check</p>

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