

Role Profile

Part A - Grade & Structure Information

Job Family Code	10PCS	Role Title	Education Adviser: Children with a social worker
Grade	PS10	Reports to (role title)	Virtual School Deputy Headteacher
		Directorate / School	Corporate Parenting
JE Band	371-438	Service / Department	Virtual School
		Date Role Profile was created	31/05/2023

Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

Role Purpose including key outputs	<p>Provide advice and guidance for parents, social workers and education settings around identifying and meeting the educational needs of children who have a social worker.</p> <p>Work in partnership with the SVS CPD lead to deliver high quality training to support designated teachers and safeguarding leads and other stakeholders around meeting children's educational needs (stat plans)</p> <p>Work with User Voice and Participation team to ensure that children with a social worker have a strong voice that influences the educational experience and services they receive.</p> <p>Provide specialist teaching and learning advice to support increased awareness of barriers to engagement, attendance and learning, and better understanding of the vulnerability and needs of children with a social worker.</p> <p>Further develop partnerships with social care teams, regional virtual school network groups, local and national organisations and stakeholders to develop consistent messages and approaches around promoting educational achievement for this group of children.</p> <p>Develop strategic links with other professionals in order ensure that statutory requirements with regard to safeguarding children are met.</p> <p>Facilitate the development and / or use of appropriate support materials and resources, including ICT and development of effective policy documents in relation to this group of children.</p> <p>Analyse requests for support to inform the training and development offer to schools and other stakeholders.</p> <p>Facilitate information and consultation events and activities with parents, social care and education involving them as partners in improving educational outcomes.</p> <p>Report to the Virtual School Governing Board and Corporate Parenting Operational Board on the request of the Virtual School Headteacher.</p> <p>Prepare and provide written and/or verbal reports, evaluations and action plans for the SVS Senior Leadership Team.</p>
Work Context	<p>The main function of this role is to promote the educational achievement of children with a social worker to fulfil the Virtual school head role extension to children with a social worker.</p> <p>The postholder will provide practical support, guidance and consultancy advice to schools and social workers to support the inclusion and achievement of children with a social worker.</p> <p>The postholder will work strategically and proactively to ensure the educational engagement and attainment of children with a social worker is given high priority in all education settings.</p> <p>The Advisor will provide support and challenge, promoting a culture of high aspiration for children who have a social worker.</p>
Line management responsibility if applicable	n/a
Budget responsibility if applicable	n/a

<p>Representative Accountabilities Typical accountabilities in roles at this level in this job family</p>	<p>Risk Management</p> <ul style="list-style-type: none"> Identify opportunities and risks associated with the service and escalate / report to management. May undertake the role of expert practice lead, managing highly complex cases and leading consistency and standards of practice in a defined geographical area. Conduct assessments in complex or high risk circumstances ensuring appropriate actions are taken in response to identified safeguarding/wellbeing issues to increase the protection of vulnerable people. <p>Service Development</p> <ul style="list-style-type: none"> Contribute towards developing professional policy, standards and procedure and / or developing and implementing team plans and monitoring and reviewing of services to enhance quality of service. <p>Planning & Organising</p> <ul style="list-style-type: none"> Manage the planning and delivery of services and caseload or projects for own area involving some specialist knowledge or assessment. Contribute to service plans and plan staff resources to maintain operational delivery of services. <p>Finance/Resource Management</p> <ul style="list-style-type: none"> Assist with budget/resource/funding management in accordance with the organisation policies and procedures. <p>Work with others</p> <ul style="list-style-type: none"> Liaise, communicate and build relationships with other internal departments, partner organisations, agencies and/or contractors to share knowledge or best practice and ensure quality, integrated service delivery. Work in partnership with service users, their families/carers. <p>People Management</p> <ul style="list-style-type: none"> Manage an operational team or specialised function, and organise deployment of staff and work and/or appropriate support for service users. Monitor and support the performance management and development of team members, using a coaching approach, to ensure that individual contributions are maximised. <p>Duties for all</p> <p>Values: To uphold the values and behaviours of the organisation. Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity. Health, Safety & Welfare: Responsible for ensuring health and safety policies, procedures and legislation are implemented, communicated and managed including making sure that health and safety responsibilities are fully understood and carried out by employees within their service area.</p>
<p>Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics</p>	<ul style="list-style-type: none"> Relevant professional qualification and relevant registration where required and experience, or considerable experience of working within the service area. High level working knowledge of relevant legislation and procedural frameworks and practice standards Able to plan and carry out specialist assessments and deliver and oversee programmes or packages of care and support. Ability to manage budgets in accordance with financial procedures. Proven written and oral communication and interpersonal skills with good negotiation and influencing skills, and the ability to maintain effective working relationships at all levels. Competent in a range of IT tools including MS Office and database management systems. High level problem solving skills with the capacity to devise and implement innovative solutions. Demonstrable experience in successful recruiting, managing, coaching and developing of staff. Understanding of the principles of confidentiality and information governance and how these apply to social care. Ability to communicate with compassion and authority in challenging situations and with resistant individuals, be able to effectively engage with people in complex situations both short-term and building relationships over time. Satisfactory DBS clearance might be required.

<p>Details of the specific qualifications and/or experience if required for the role in line with the above description</p>	<p>Degree level with qualified teacher status or equivalent</p> <p>Thorough knowledge of the statutory duties for Children looked after and Previously Looked after and the Extended Duties for Virtual Schools Promoting the Education of Children with a Social Worker.</p> <p>Thorough understanding of the impacts of early trauma and adverse childhood experiences on cognition and learning for care experienced children</p> <p>Detailed and contemporary knowledge of the statutory framework for education, particularly in relation to SEND, admissions, attendance and exclusions.</p> <p>Evidence of continued professional development in a relevant area.</p> <p>The ability to communicate effectively and sensitively with children, parents/carers and a range of professional colleagues.</p> <p>The ability to facilitate collegiate working and consensual decision making particularly where there are different points of view and perspectives</p> <p>ICT and data literacy</p> <p>A positive, solution focused approach which is flexible and adaptable to different scenarios</p> <p>The ability to prioritise and plan to make effective and efficient use of time and resources.</p> <p>The ability to plan and deliver tailor-made programmes of professional development in consultation with the Virtual School's CPD lead.</p> <p>The ability to promote Designated Teacher competence and confidence in inclusive practice and advocacy in relation to children with a social worker.</p> <p>The ability to write reports that are clear, concise and jargon-free.</p> <p>The ability to model good practice in a range of settings.</p> <p>Recent experience in teaching or in a relevant advisory teacher role.</p>
<p>Role Summary</p>	<p>Roles at this level manage operational service delivery or are an expert practice lead supporting consistency and standards of practice, in a defined service or geographical area. They will often have key responsibilities in planning resources and procurement and commissioning of cost effective and innovative services. They will require a professional qualification or extensive practical experience. They work with a range of agencies and extended services in various settings, to provide advice and guidance to support the service user group. They will plan and ensure progress within established procedures and policy, and respond effectively to changing priorities and different situations. Forward planning could be for months ahead and the role will contribute to longer-term development. They will work largely autonomously with access to guidance from more experienced professionals.</p>