

Role Profile

Part A - Grade & Structure Information

Job Family Code	7PCS	Role Title	Reablement Team Leader
Grade	PS7	Reports to (role title)	Reablement Team Manager
		Directorate / School	Adult Social Care Directorate
JE Band	228-268	Service / Department	
		Date Role Profile was created	

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	To line-manage and motivate a team of reablement assistants to deliver a high quality service that complies with the statutory requirements of the national minimum standards for domiciliary care. To coordinate the delivery of reablement services so that people receiving support and their carers achieve their reablement goals.
Work Context	The aim of the Reablement service is to allow individuals to stay living in their own homes for as long as possible. The work of the team includes supporting some of the most vulnerable people in society in their own homes. This role is key to ensuring that people are not put at risk and are supported appropriately in the future. Due to the nature of the work a service is provided 24 hours a day, 7 days a week, 365 days a year, in most parts of the county, therefore team members have to be flexible regarding their work patterns. This role often requires working alone and unsupervised and may require physical effort in supporting people in their daily living tasks.
Line management responsibility if applicable	Has responsibility for a team of 10 fte's, up to 15 staff.
Budget responsibility if applicable	N/A
Representative Accountabilities Typical accountabilities in roles at this level in this job family	<p>Risk Management</p> <ul style="list-style-type: none"> • Contribute to risk awareness in carrying out duties and raise issues where appropriate. • Assess and manage risk associated with assigned cases/service delivery to ensure safeguarding of service users. <p>Case Management</p> <ul style="list-style-type: none"> • Monitor, manage and deliver care plans in specified service area. • Undertake case related reports and maintain records in accordance with procedural and legislative requirements. <p>Planning & Organising</p> <ul style="list-style-type: none"> • Initiate assessments, plan and carry out care management within procedural and regulatory framework. May plan the work of other staff. • Assist in development and project work, and working with other staff to provide information and feedback. <p>Finance/Resource Management</p> <ul style="list-style-type: none"> • Make recommendations for the provision of services in line with the budget determined according to assessment of needs. <p>Work with others</p> <ul style="list-style-type: none"> • Liaise, communicate and work in partnership with other internal departments, partner organisations, agencies and/or contractors and engage with the community and volunteers. <p>People Management</p> <ul style="list-style-type: none"> • Contributes to the induction and training of new staff and the on-going development of more junior staff, and may coordinate and supervise the work of team assistants. <p>Duties for all</p> <p>Values: To uphold the values and behaviours of the organisation.</p> <p>Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.</p> <p>Health, Safety & Welfare: To work alongside colleagues in the maintenance of a safe working environment reporting incidents, accidents, repairs and maintenance promptly and taking appropriate action as required. adherence to safe working under the health and safety policy is required.</p>
Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics	<ul style="list-style-type: none"> • Vocational Qualifications Level 3/4 or equivalent in relevant field with practical knowledge of service user group needs, or equivalent experience. • For some roles a relevant degree may be required. • Understanding of relevant legislation, processes and procedures and issues relating to the service user group. • Ability to show an understanding of the circumstances of people with more complex social care needs, to gather detailed and appropriate information and to reach a view about the likely source of assistance. • Able to plan, manage and prioritise a caseload and seek guidance where necessary. • Numerate and able to makes recommendations for the provision of services in line with the budget determined according to assessment of needs. • Competent in a range of IT tools including MS Office and database management systems. • Effective written and oral communication and interpersonal skills with the ability to build relationships with a range of stakeholders. • Problem solving skills or ability to undertake process or practice improvement with minimal supervision. • Ability to work effectively and flexibly as part of a team, and provide guidance and assistance to less experienced or more junior members of staff. • Experience of working with the user group and of staff supervision where appropriate. • Satisfactory DBS clearance might be required.

Details of the specific qualifications and/or experience if required for the role in line with the above description	<p>National Qualification in Health and Social Care to Level 3 or equivalent, with willingness to undertake further training and qualifications.</p> <ul style="list-style-type: none"> • Evidence of continuous professional and personal development, and commitment to improving practice standards and personal competencies through continuous personal development. • Good understanding of health and safety requirements and regulations. • Knowledge and understanding of CQC regulatory requirements • Ability to support new staff to complete the Care Certificate. • Demonstrable understanding of equality and diversity and delivering fully inclusive front line services. • Knowledge of coaching techniques, and ability to promote effective team working and give direction and advice to others and a willingness to provide supervision following appropriate training. • Ability to develop and review reablement programmes, to support people to achieve independence. • Ability to show an understanding of the needs of different people, including individuals who may have a learning disability, physical disability, older people, or people with sensory impairments. • Experience of working with the public in an advisory / information capacity, and experience of working with people with social / health care needs. • Ability to understand and work within Information Governance policies. • Willingness and ability to work unsocial and flexible work patterns on a regular basis, across multiple geographical patches. <ul style="list-style-type: none"> • Car driver with own vehicle and business insurance, willing to travel around the county. • Satisfactory clearance of Enhanced Disclosure and Barring Service (DBS) check for regulated activity. <p>Complete verifiable employment history.</p>
Role Summary	<p>Roles at this level provide a practical front line support service helping with advice and guidance, managing a varied caseload, and working as necessary with community, professional groups and local organisations to ensure provision of support. They have practical knowledge of the procedural framework, service user group needs, and are authoritative on procedures of some complexity and variety, with an in-depth knowledge and understanding of a particular functional area. Planning and organising is a key element, mainly in terms of planning own time, planning and prioritising for the weeks ahead. Although most work will follow established patterns, initiative is needed to resolve problems and queries based on experience and judgement, mainly without reference to others, but with access to clear guidance. They may supervise a team and coordinate service delivery in their own service area.</p>
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