

Role Profile

Part A - Grade & Structure Information

Job Family Code	7PCS	Role Title	Enabling Independence Team Leader
Grade	PS7	Reports to (role title)	EIS Team Manager
		Directorate / School	Adult Social Care
JE Band	228-268	Service / Department	Mental Health
		Date Role Profile was created	01/12/2021

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 coordinate Enabling Independence Mental Health Service within a geographical area (North West, South West, Mid and East) to deliver a high quality service to promote prevention and recovery in a strengths based approach. To line manage and supervise a team to support people to achieve their support plan goals to maximise independence and mental health/substance misuse recovery. This includes co-ordinating and supervising the work of the team, including allocations of referrals, covering absences when necessary to ensure continuity of service delivery. The role holder will be responsible for working with new members of staff as part of their induction and make sure that the skills of the team are kept up to date through ongoing training and personal development. To monitor and record the quality of service delivery and contribute to quality assurance and performance measures to ensure that positive outcomes are achieved for individuals. To support the development of support plans, contribute to reviews and assessments (trusted assessor role) to maximise independence and recovery.
Work Context	This role is based in one of our area enabling independence mental health services to provide a strengths based approach with the person at the centre to maximise independence and support recovery with time limited interventions. Enabling Independence is a stand alone mental health service which links across mental health and substance misuse services and works in partnership with reablement. This service aims to support people to identify goals with a strengths based way to meet need with their support plans to maximise independence and recovery. This requires the person to be flexible, work flexibly across areas to support staff and able to work alone. The post holder is required to drive.
Line management responsibility if applicable	Up to 8 staff
Budget responsibility if applicable	No direct responsibility
Representative Accountabilities Typical accountabilities in roles at this level in this job family	Risk Management • 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. Case Management • Monitor, manage and deliver care plans in specified service area. • Undertake case related reports and maintain records in accordance with procedural and legislative requirements. Planning & Organising • 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. Finance/Resource Management • Make recommendations for the provision of services in line with the budget determined according to assessment of needs. Work with others • Liaise, communicate and work in partnership with other internal departments, partner organisations, agencies and/or contractors and engage with the community and volunteers. People Management • 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. Duties for all 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: 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.
Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics	• 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	National Qualification in Health and Social Care to Level 3 or equivalent, with willingness to undertake further training and qualifications. Ability to support new staff to complete the Care Certificate. Ability to develop and review support plans, to support people to achieve independence. Ability to show an understanding of the needs of individuals who have mental health and or substance misuse needs and services. Has experience of working with people who have mental health and or substance misuse needs. Able to show an understanding of social care mental health service, safeguarding and mental capacity. Car driver with own vehicle and business insurance, willing to travel around the county. Satisfactory clearance of Enhanced Disclosure and Barring Service (DBS) check
Role Summary	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.

