



Cumberland Council

Post Specification

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| Date | August 2023 |
| Post Group Number | PG8140 |
| Post Title | Safeguarding Hub Team Manager |
| Job Family | People Care and Development |
| Job Family Role Profile | PCD16 |
| Final Grade | Grade 17 |

To be read in conjunction with the job family role profile

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| Service Area description | |
| Children and Family Wellbeing: Children and Families | |
| People – Integration and Partnerships | |
| To manage, organise and control the service area within a district in accordance with statutory guidelines and legislation and within budget. | |
| Key job specific accountabilities | |
| <ol style="list-style-type: none"> 1. To determine and manage the progression of complex work through a multi-agency Safeguarding Hub team in accordance with statute regulation and practice standards. 2. To establish service priorities at a district level and recommend actions. 3. To operate as a service expert by providing expert advice to managers, staff and partner agencies. 4. To plan, monitor and control budgets as delegated. 5. To liaise and coordinate services with relevant partners and develop opportunities for partnership working. 6. To ensure that the team delivers the required services as part of the Safeguarding Hub service specification and arrangements. 7. To cover for other Team Managers as required. | |
| Please note annual targets will be discussed during the appraisal process | |
| Key facts and figures of the post | |
| Budget Responsibilities | Staffing and purchasing budgets as delegated. |
| Staff Management Responsibilities | To manage team of social work, social care staff with additional professionals from other agencies providing Safeguarding screening, advice, support and MASH Assessments. |
| Other | Staffing and purchasing budgets as delegated. |
| Essential Criteria - Qualifications, knowledge, experience and expertise | |
| <ul style="list-style-type: none"> • Relevant professional qualification in social work. • Evidence of ongoing professional development. • Ability to use IT appropriately to support management function. • SW England registration • Significant management experience within a childrens safeguarding/ front door setting. • Significant experience of monitoring performance and addressing shortfalls. • Experience of working in diverse communities. • Developing services with the involvement of children, young people and their families. • Experience of leadership. • Significant experience of assessing the needs of children, families and communities, particularly identifying those children at risk of significant harm. • Understanding of the importance of managing budgets and resources. | |

- Understanding of relevant policies, statutory guidance and legislation.
- Understanding of the role and responsibilities of leadership and management.
- Demonstrate significant understanding of relevant research evidence.
- Excellent ability to communicate both orally and in writing.
- Ability in managing and motivating staff.
- Ability to understand the needs of children and young people from diverse backgrounds.
- Problem solving and negotiating skills.
- Ability to think and plan in advance.
- Ability to work as part of a team.
- Ability to prioritise and meet deadlines.
- Ability to ensure that the team works in a cohesive way with partners to ensure effective assessment and delivery of service to children and families.
- Ability to motivate others,.
- Professional integrity, reliability and consistency.
- Adaptable and resilience.
- Self-motivated.
- A commitment to children and the need to ensure their life chances and opportunities are improved.
- Ability and willingness to travel within and out of the County as necessary to attend regional and national events.
- Willingness to work flexibly to accommodate the needs of the service.

Desirable

- Management qualification
- Experience in working in a local or national government accountability framework.
- Experience of working in a matrix management setting.
- Experience of interagency working.
- Knowledge of commissioning process.
- The application of equality impact assessment.
- Proven leadership skills.
- Ability to chair and lead meetings.

Creative thinker, able to offer original solutions outside of traditional expectations.

Disclosure and Barring Service – DBS Checks

- This post requires a DBS check.
- The level of check required is:
DBS Enhanced – Children

Job working circumstances

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| Emotional Demands | Significant level of various demands on a regular basis |
| Physical Demands | Normal |
| Working Conditions | Some situations of adverse people behaviour |

Other Factors

None.