



LONDON BOROUGH OF MERTON
CHILDREN, SCHOOLS AND FAMILIES DEPARTMENT
JOB DESCRIPTION

Post Title:	Assistant Director Children's Social Care and Youth Inclusion	
Grade:	Management Grade 5	
Division/Section:	Social Care and Youth Inclusion	
Location:	Civic Centre and Satellites	
Responsible to:	Director of Children, Schools and Families	
Responsible for:		
Post number:	ML001	Date: March 2011

MAIN PURPOSE

1. On behalf of the DCS to be the strategic lead for children and young people's safeguarding, family-focused child protection and children's social care in Merton within CSF and across Merton's partnership arrangements ensuring that the Council's statutory duties in relation to safeguarding, child protection, children's social care and youth inclusion are effectively met.
2. To ensure the effective delivery of all operational children, young people and family services under your line management including: child protection and safeguarding; adoption and fostering; looked after services; specialist family support services; and integrated youth services.
3. To support delivery of: the LSP's and Council's strategic plans and priorities; Merton's CYP Plan; Safeguarding Partnership Business Plan; and council and departmental and service business plans.
4. To develop and deliver national and local performance measures to improve the impact of and services for C&YP in line with the local CYP Plan and partnership arrangements, including the delivery of relevant statutory requirements.

5. To contribute as a member of the Directorate Management Team within Children, Schools and Families ensuring the effective leadership of your division and the department more widely.
6. To work closely with Cabinet Member(s) for Children, Schools and Families and other members of the Cabinet, and lead opposition and Scrutiny members in developing and reporting on the performance of services within your division and relevant areas of the CYP Plan and in relation to wider issues.
7. To deputise for the DCS in areas of responsibility and as requested.
8. To play a full role in the wider leadership of Merton Council.

Key Accountabilities

9. Provide professional leadership for children, young people and families to promote family wellbeing and ensure children and young people are effectively safeguarded and protected from emotional, physical, sexual abuse and neglect and ensure a culture of continuous improvement across the safeguarding partners in relation to all areas under your professional leadership and portfolio.
10. Ensure that the Council, and partners are compliant with all statutory requirements and receive appropriate advice and relevant guidance relating to: child protection; safeguarding, family wellbeing and all other matters as appropriate to the portfolio.
11. Lead on Merton's strategy to safeguard and protect children, prevent children unnecessarily entering the care system and enable children with specific needs to be living in families or other appropriate settings in the community, where their assessed needs are met and reviewed to help them achieve their full potential.
12. Ensure effective referral and assessment processes into and out of Children's Social Care which are crucial for the safeguarding and wellbeing of children and young people.
13. Lead on the development and delivery of services to support permanency for C&YP ensuring Merton's Fostering and Adoption Services are compliant with regulations and inspection requirements.
14. Lead the development and delivery of the Council's CSC safeguarding and QA function including its wider role in providing QA to the safeguarding partnership in context of Working Together (2018), Pan London arrangements and best practice.
15. Lead on the development and delivery of integrated youth support services for ages 13-25, improving wellbeing and life chances and preventing entry to the criminal justice system and / or care.
16. Ensure resources are deployed effectively and the divisional budget, overall, is kept within balance in order to meet the Council's visions, aims and priorities.

17. Maintain appropriate mechanisms to enable children and young people and their families and other carers to be actively involved in planning services and individual packages of care.
18. Be accountable for statutory performance and contribution to the corporate performance agenda, putting children, young people and families at the heart of decision-making.
19. Deputise for the Director of Children Schools and Families as appropriate.
20. Champion the equality and diversity agenda within the division and across CSF.
21. Develop staff and maximize their potential, ensuring regular assessment and Performance Reviews to identify and action training and development needs.
22. Ensure the Council meets its statutory responsibilities in accordance with the Health and Safety at Work Act 1970.
23. Lead on all social care and youth offending inspections and their contribution to the performance framework for Children's Services, participate appropriately in other inspections and take lead responsibility as directed by the Director of Children Schools and Families in representing Merton regionally and nationally on social care, youth and inclusion matters.



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PERSON SPECIFICATION

Post Title: Assistant Director Children's Social Care and Youth Inclusion

Grade: Management Grade 5

Division/section: Social Care and Youth Inclusion

Ability, skills and knowledge

- A proven track record of achieving and managing cultural and organisational change and of leading improvement across children's services.
- Experience of partnership and multi-agency working.
- A record of innovative achievements in partnership and joint working with partners and stakeholders.
- Sound financial management experience with the ability to analyse services in terms of their unit costs, value for money and market context.
- Track record and wide experience of managing complex child protection cases.
- Degree and a relevant social care qualification –and Registered Social Worker with Social Work England.
- The ability to develop and maintain effective partnership arrangements both internal and external to the organisation.
- The ability to identify opportunities through multi-agency working that deliver improvements.
- An understanding of the role of prevention and early help to reduce the number of children on a child protection plan or being either looked after.

- A track record of innovative and different delivery mechanisms, whilst focused on safeguarding children.
- A comprehensive understanding of the complexities of risk as it applies to children and safeguarding.
- An ability to deliver and develop the service whilst maintaining the safeguarding of children and the support of their families at the heart of what is achieved.
- Excellent comprehension of the Children Act 1989 and other relevant legislation and its impact on service delivery.
- Excellent verbal and written communication skills with the ability to be sensitive to individuals and groups, and adeptness at handling the media professionally when representing the Council.
- Excellent grasp of the National policy agenda relating to children, young people and families.

Personal Qualities

- An inspiring leader, who demonstrates their commitment to the Council's vision, mission and overall direction.
- Personal drive and tenacity to motivate, empower and support individuals and teams to achieve the Council's objectives.
- Confident and willing to challenge traditional assumptions and provide evidence to support change and drive forward improved ways of working.
- Enthusiastic, energetic and resilient with a high level of self determination to meet the needs of children and carers.
- Action orientated, able to demonstrate a readiness to make decisions, take the initiative and originate action.
- Politically aware and sensitive, with an ability to make progress in complex policy areas.
- Committed to self-development and development of others.
- Able to adapt successfully to changing requirements, constraints and resources.