

St CHRISTOPHER'S CREATING BRIGHTER FUTURES

Job title:	Transitions Service Deputy Manager
Grade:	OP4
Location:	Admissions and Assessment Home - Whitehoe
Responsible to:	Transitions Service Manager
Responsible for:	Team of Practitioners
Overall Purpose:	To work alongside the registered manager to facilitate the admission and transition of children and young people into St Christopher's care, through a trauma informed approach and to assist in the development and implementation of the community support/ edge of care element of the transitions service. To ensure that an AMBIT approach is adopted and cascaded throughout this process to promote effective systemic working to meet the needs of the children, young people and families. To work closely with the Transitions Service Manager to ensure that all parts of the transitions service are working in an effective and complimentary way.

Our mission is to create brighter futures for children and young people by

Caring about children, young people and our colleagues.

Being **Respectful** of every individual and value the strengths in everyone.

Being **Professional** and committed to reflection and continuous learning.

Being **Flexible** and agile so that we can be fit for the future.

Being **Honest** about what we can do and optimistic about the future.

Being **Creative** and passionate about positive change.

KEY RESPONSIBILITIES

1. Duties and Responsibilities

- 1.1 To work alongside the manager to develop and implement the community support /edge of care element of the Transitions service as agreed with Manx Care.
- 1.2 To work alongside the Manager to ensure that all children and young people entering St Christopher's care undergo an initial AMBIT assessment to identify needs and to enable tailored specific support packages of care.
- 1.3 To take a systemic approach to supporting children and young people in order to promote positive family relationships where possible.
- 1.4 To promote healthy physical and emotional wellbeing development for children and young people in our care or with whom we work in the community.
- 1.5 To protect children and young people from threats to their health welfare and development, both internally and externally.
- 1.6 To work alongside the Manager to ensure that the home environment is appropriate and sensitive to the needs of the children being looked after.
- 1.7 To take lead responsibility for community support /edge of care in line with AMBIT ways of working.
- 1.8 To work alongside the Manager to ensure that children and young people's care planning is tailored to the specific needs of the child and effectively implemented.
- 1.9 To take a systemic approach to the children's network and ensure accountability through effective communication.
- 1.10 To embrace diversity and difference ensuring children and young people's specific needs are met; i.e. dietary requirements, religious observance and culturally significant activities.
- 1.11 To work alongside the Manager to ensure a trauma informed team approach to the therapeutic assessment process and outreach/edge of care which encompasses evidenced based outcomes in line with an AMBIT approach.
- 1.12 To promote systemic working around transition planning, which is therapeutically informed. Ensure clear detailed co worked plans that are child focused.
- 1.13 To work alongside the Manager to ensure compliance with the appropriate legislation and associated regulations and any requirements made by Inspecting and Regulatory authorities.
- 1.14 To work shifts as and when required which may include weekends, evenings, sleep ins and bank holidays to meet the needs of the transitions service.
- 1.15 To participate in the On Call system operated within the home.

2. People Management

- 2.1 To take a caring, proactive, professional, solution focused leadership style.
- 2.2 To promote effective, caring, supportive team work to ensure the well-being of employees.
- 2.3 To work alongside the Manager to ensure recruitment processes, appraisals and disciplinary principles are completed.
- 2.4 To ensure carers receive support, debriefs and monthly reflective supportive supervision.
- 2.5 To work alongside the Manager to promote and implement effective training plans.

- 2.6 Work with the Manager and other professionals to bring together and co-ordinate a team around the child, young person to ensure that a multi-disciplinary approach can achieve improved outcomes.
- 2.7 Promote respectful, open, non-judgemental communication with colleagues and other professionals.
- 2.8 Reflect constructively on all aspects of own performance (clinical & professional)

3. Managing Finance

- 3.1 To work with the Manager to ensure that financial responsibility for the service is met, ensuring effective monitoring and budgeting to ensure targets are achieved without over spend.

4. Managing Resources

- 4.1 To maintain a safe and secure environment, complying with health and safety and other legal requirements
- 4.2 To work alongside the Manager to maintain the fabric of the building, its grounds and equipment in good condition, encouraging staff and children to care for their surroundings and make best use of the available resources
- 4.3 To promote and develop links with the local community so that children and young people are able to develop cultural identities.

5. Professional Standards

- 5.1 To advise as required on professional matters within the area of competence
- 5.2 To promote equality of opportunity and respect for diversity in line with St Christopher's policies
- 5.3 Maintain up to date, accurate clinical records, assessments and interventions, in line with existing policies and procedures.
- 5.4 To provide a creative, holistic, and flexible child centred approach, demonstrating effective working within safeguarding procedures.
- 5.5 Establish, develop and maintain collaborative working with all relevant agencies working to improve outcomes for children and young people.
- 5.6 Communicate and liaise professionally and effectively, with a range of individuals and organisations ensuring compliance with data protection regulations and guidance such as GDPR.
- 5.7 To maintain high standards of childcare and to be flexible in adapting to meet children's needs.
- 5.8 To maintain continuous professional development and skills through appropriate training and activities.
- 5.9 To report to a line manager, or other appropriate person, in the event of awareness of bad practice.

Person Specification

Attributes	Essential or Desirable	Method of Assessment
Qualifications Hold a Diploma Level 3 in Health and Social Care or equivalent	E	Application/ Pre-employment checks

Hold a Diploma Level 5 in Leadership and Management or equivalent	D	Application/ Pre-employment checks
Degree level qualification; Social work, Health & Social Care, Mental Health	D	Application / Interview
Evidence of continuous professional development	E	Application/Interview
Completed Developmental Trauma training	D	Application/Interview
Experience		
Experience of working with children, young people and families particularly within a looked after capacity	D	Application / Interview
Experience of setting up/working within outreach services/edge of care	E	Application/ Interview
Experience of working in a multi-agency setting	E	Application / Interview
Awareness of child developmental and emotional well being through a trauma informed lens.	E	Application / Interview
Risk management, connected to sexual exploitation, substance misuse, criminal activity.	E	Application / Interview
Demonstrate an understanding and working with Safeguarding procedures	E	Application / Interview
Ability to communicate effectively at all levels both orally and in writing	E	Application / Interview
		Application/Interview
		Application/Interview

<p>Attributes</p> <p>Professional, caring, honest disposition</p> <p>Creative and passionate about positive change</p> <p>Self-motivated and able to work independently</p> <p>Work respectfully as part of a multi-disciplinary team</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>Interview</p> <p>Interview</p> <p>Interview</p> <p>Interview</p>
<p>Circumstances and interests</p> <p>Hold a current valid driving licence and access to own vehicle</p> <p>Satisfactory Police Checks</p> <p>Flexible working hours including weekends, evenings and bank holidays, sleep in duties.</p>	<p>E</p> <p>E</p> <p>E</p>	<p>Application / Interview</p> <p>Pre employment checks</p> <p>Interview</p>