

Job Title – Strategic Lead – Early Help		Directorate Practice Improvement & Partnership	
Post No.	Grade	Team	Location – Oldbury
Responsible to – Director of Practice, Quality and Performance	Contacts –	Persons responsible for:	
Working hours – 37 per week		Special conditions Car Entitlement: None Approver: I-procurement Order and Receipt/I-procurement Order and Approve	
		Conditions of Service NJC	

This job description is a guide to the work you will initially be required to undertake. It may be reviewed from time to time to meet changing circumstances.

Job Purpose

To have overall responsibility for developing a Trust wide approach to Early Help and prevention and lead the development and delivery of a coherent, outcome-focused and cost-effective Early Help services.

To ensure that the strategic direction of the Trust's early help services is well-defined, outcome-focused, and reflected in effective policy, planning and delivery.

To lead on the transformation of early help services across the Trust and be accountable for the successful delivery of associated projects/programmes of work.

To provide information and advice to the Director of Practice, Quality and Performance and Trust Chief Executive.

Corporate Responsibilities

To promote and maintain the highest levels of management through the introduction of performance management which ensures accountability and responsibility are pushed down the organisation to encourage commitment and enhance job satisfaction.

To actively participate in working groups bringing individual expertise and a commitment to work with other services to achieve targets set within the Trust's transformation programme and improvement activity.

To manage any budgets allocated to the post in accordance with the Trust's agreed priorities, financial regulations and accounting instructions.

To act as an exemplar of Sandwell Children's Trust ethos and purpose.

Job Accountabilities – Generic

Establish, develop and sustain a Trust Strategic Early Help and Prevention offer that is effectively integrated into a wider partnership led Early Help Offer.

To lead on realigning all Early Help Intervention and Prevention activity and third-party provision, working closely with our partners (including schools, health, our voluntary group), ensuring that services reflect local needs and create an SCT Early Help offer that underpins the principle of prevention at every level.

To lead, develop and promote early help and prevention services together so that children, young people and families are supported at an early stage preventing unnecessary escalations into more costly statutory services.

To take responsibility for ensuring that services within SCT form part of a continuum of early help services which align closely with other partners and voluntary organisations, without duplicating roles and responsibilities - thereby creating a fully integrated early help offer across the Borough

To ensure that preventative services within SCT adhere to a set of clear principles, in particular, an approach of 'prevention at every level'.

To lead and ensure that where children do need statutory intervention, that these internal interventions are evidence based, ensure that there are no gaps in services, and the services in place work to meet all the assessed needs for children and families to help prevent children entering care or their placement breaking down.

To work collegiately and in partnership to strengthen understanding of thresholds for early help support and lead on a programme of activity to support partners understanding their Lead Professional role.

To support the Chief Executive and Director of Practice, Quality and Partnership in driving a 'prevention at every level' approach across the Trust and wider partnership

To work with key stakeholders within the Trust to ensure that there is a clearly approach whereby needs of children and young people are identified at the earliest opportunity and interventions prevent needs from escalating further

Actively review early help and prevention services and commissioning activity to identify the right source for their future delivery including considerations of commissioning activity, co-sourcing or in-sourcing to ensure the most effective and efficient delivery methods are employed that best meet the needs of children, young people and families.

To lead on implementing a quality assurance system which can be effectively assess the impact of early help and prevention services.

To lead and manage the work of the area to ensure that highest standards are met and ensure that quality assurance and quality check audits are in place.

Provide clear, balanced and accurate advice and guidance to the Trust Board, Chief Executive and Executive Management Team on key strategic service issues and challenges.

Specific Responsibilities

To be an advisor to the Trust Board, Chief Executive and Executive Management Team all matters relating to early help and prevention service provision within the area of responsibility including the preparation and presentation of reports.

To work closely with the Director of Practice, Quality and Partnerships in establishing, agreeing, and monitoring operational targets for service delivery and management performance for the service and the employees for whom the post holder is responsible.

Undertake employee relations/ supervisory responsibilities as set out in the Trust's HR Policy documentation.

To be responsible for the delivery of services within a best value regime which demonstrates continuous improvement and excellence of service.

To develop service policies which actively communicate and consult service users, clients, and employees.

To be responsible for the efficient utilisation of staffing resources within the service, to include the implementation of the Trust's policies and procedures relating to employment and relevant legislation.

To ensure financial control of all sections of the service under the control of the post holder.

To represent the Trust on external bodies, agencies, and other working groups.

To maintain reasonable outside professional and institutional contacts so that the Trust may benefit from exchange of knowledge / experience and to facilitate bench marking of services.

To actively monitor and promote Health and Safety across the area of responsibility.

To undertake such other duties as may be appropriate to achieve the objectives of the post or to assist the Trust in the fulfilment of its objectives commensurate with the postholder's salary, grade, abilities, and aptitudes.