

Team Leader (Children's Services)
Person Specification

Job Title: TEAM LEADER

Job Vacancy No:

Service: Children's Services

Essential **Desirable**

Knowledge

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|--|---|---|
| 1 Knowledge of key aspects of health and safety issues within the workplace | ✓ | |
| 2 Knowledge of autism/learning disabilities, including recent developments within the LD field | ✓ | |
| 3 Knowledge of effective management practices | ✓ | |
| 4 Knowledge of recognised positive behaviour management techniques | ✓ | |
| 5 Knowledge and understanding of National Care Standards, Safeguarding and other relevant legislation | ✓ | |
| 6 Knowledge of good practice and legislation in recruitment and selection | | ✓ |

Skills and Abilities

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|--|---|--|
| 1 Ability to go wherever the children/young people go and to carry out appropriate physical interventions if required to help the children/young people, in line with approved techniques | ✓ | |
| 2 Ability to attend work punctually/reliably and work flexibly, including weekends and evenings and overtime where required | ✓ | |
| 3 Ability to communicate effectively with all internal and external to Hesley Group, forming and promoting positive relationships accordingly | ✓ | |
| 4 Ability to effectively motivate, influence, support and manage staff to ensure quality care outcomes within given timeframes. | ✓ | |
| 5 Ability to write accurate and legible reports, completing and implementing all required paperwork in accordance with deadlines, policy and legal requirements. | ✓ | |

Policy Document No: Per 1.1.2

	<u>Essential</u>	<u>Desirable</u>
6 Ability to actively take part in training and implement into personal working practices and those of the Team	✓	
7 Ability to lead and delegate appropriately and effectively to ensure a quality care service	✓	
8 Ability to contribute to the training of other staff	✓	
9 Ability to take part in the recruitment and selection of staff in accordance with Hesley Group policy		✓

Qualifications

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|--|---|---|
| 1 In the absence of a Diploma or Degree qualification at Level 4 or above, a MINIMUM of Level 2 Functional Skills in English and Maths (or GCSE A*-C English and Maths/GCSE Grade 4 or higher from 2018)
OR
The achievement of Level 2 Functional Skills Award by the end of the six-month probationary period for which support will be provided | ✓ | |
| 2 NVQ Level 3 in Health and Social care/Diploma in Health and Social Care Level 3 | ✓ | |
| 3 Clean, current car driving licence to drive the mini-bus | | ✓ |

Experience

- | | | |
|---|---|---|
| 1 Successful experience of working with learning disabilities | ✓ | |
| 2 Experience of successfully managing a team and its resources | ✓ | |
| 3 Experience of contributing to care assessments, care plans and care reviews | | ✓ |
| 4 Experience of contributing to effective service development | | ✓ |