

JOB DESCRIPTION: Deputy Manager – Children’s Homes

The ideal candidate will have senior RCW experience, within children’s services in a residential setting specialising in SEMHD and/or challenging behaviours. You will be a compassionate person who can inspire others and aspire to be a Registered Manager.

Main Purpose of Job

To support the manager in all aspects of their role and cover the managers role in their absence.

Actively safeguard and support children and young people, promoting their rights as individuals and ensuring quality care in accordance with individual care plans, regulation and the policies and procedures of the organisation.

Together with the manager to ensure provision of a safe and homely environment both individually and as part of a team to help children and young people achieve a sense of belonging and where they are able to reach their individual potential by strengthening areas of weakness and developing areas of strength. This will entail the ability to work within The Children’s Home Regulations (2018) and the Ofsted Inspection framework under the direction of the Home Manager and Senior Management Team.

The role may include undertaking delegated responsibilities for designated tasks as defined by the manager. The ability to maintain confidentiality of information is also important, whilst an ability to identify when and where to share information to support the child’s best interests is also key in accordance with The Children’s Act 2004.

Accountable to

The Home Manager, Senior Management Team and Directors

Main Duties and Responsibilities

The position is a front-line role within a residential care setting. You will be responsible for supporting the manager and team in all aspects of the day-to-day operations, including managing staff teams, budgets and ensuring that the quality of the services provided meets expected care standards.

You will be a corporate parent and a positive role model; helping fulfil the needs of the child or young person in your care to improve their lives. To promote the Physical, Emotional, Social and Mental Health wellbeing of children and young people within our home/s.

You will provide a stable, caring and therapeutic environment, in-line with the organisation ethos, thus enabling children and young people to develop, grow and flourish in all aspects of their lives.

Generally, your working pattern will be 48 hours per six days on a rota basis, this will include , weekends and sleep-ins.

We ensure our staff are fully trained to meet individual needs; you will receive an induction, CPD opportunities and regular supervisions.

Within your role you will:

- Support your manager and team to ensure required outcomes for children and young people are met
- Promote, safeguard and protect the welfare of each child/ young person and staff member
- Directly support children and young people in our care.
- Promote a non-sanction lead ethos, ensuring the child/young person is at the centre of provision
- Establish and maintain professional relationships with all stakeholders, including the placing authority, social workers, health professionals, education providers, youth offending teams, advocates and parents
- Establish and maintain positive and trusting relationships with children and young people that will promote their sense of security
- Liaise with local authorities as well as health and other professionals working with the children, including attending all necessary meetings
- Contribute to care planning, statutory case reviews and case conferences
- Support the manager and teams through Ofsted inspections
- Complete all necessary reporting and planning in a timely manner, in-line with regulation and requests of senior management
- Provide a role model for staff and children/young people
- Provide firm, consistent and fair boundaries in respect of behaviour and define appropriate and agreed incentives.
- Ensure that appropriate medical records are maintained and when necessary appropriate support is provided
- Promote the development of a healthy lifestyle within your home
- Complete monthly wages submissions, in the absence of the manager, ensuring staff are paid correctly and on time
- Bring to the attention of the manager or senior team any concerns immediately
- Support children and young people to overcome barriers to social inclusion and access to education
- Assist and support children or Young People through the process of any transition
- Encourage and support children and Young People to develop their full educational and vocational attainment
- Respond to any reasonable requests from the manager or senior organisation leaders

Person specification

Category	Essential	Desirable	Identification
Experience	Minimum 2 year working with children who display challenging behaviour	Extensive experience in this area	Application
	Experience of supporting children with SEMHD		Application/Personal statement
	Ability to demonstrate supporting young people to improve outcomes		Interview/application
	Experience of safeguarding children and young people		Personal statement / interview
	Excellent identification of risk and ability to reduce risk for children, young people and staff	Dynamic risk assessment training	Application/interview
Qualifications and training	Excellent knowledge of Children's Homes regulations		Application/interview
		Working towards Level 5	Application
		Psychology qualification or training	Application
	Trauma and attachment training		Application
		PREVENT training	Application
		FGM training	Application
		Medication training	Application

	Level 2 safeguarding	DSL training	Application
		CSE training	Application
		Substance misuse training	Application
		Professional boundaries training	Application
	Fire awareness	Fire marshal or warden	Application
	First aid certification	Outdoor first aid	Application
	PI training	Conflict management level 2	Application
Skills and knowledge	Theoretical and practical understanding of SEMHD		Interview
	Level 3 qualified		Interview and personal statement
	Commitment to improving outcomes for children in care		Interview
	Excellent written and verbal communication skills		Application and interview
	Ability to motivate your team		Interview
	Proven CPD record	Desire for self-improvement	Personal statement/interview
Personal attributes	Confident		Interview
	Resilient		Interview
	Caring/supportive		Interview
	Reflective		Interview
	Trustworthy		Interview
	Non-judgmental		Interview
	Ability to work in and lead a team		Interview

Identifying needs
Supporting progress
Improving outcomes



	Reliable		Interview
	Supportive		Interview
	Dynamic		Interview
Miscellaneous	Clear enhanced DBS		DBS
	Full driving license	Business insurance	Interview