

Job Description

Job Title	Practice Development Officer
Directorate	Children and Young People Services
Service Area	Workforce Development
Grade	8
Competency Level	2
Salary	£43,421 - £48,474
Job Type	Hybrid
Location	Cunard Building
Disclosure and barring service (DBS)	Enhanced
Job Evaluation Ref No	

Job Purpose

To support workforce development from a practice perspective across Children & Young People Services.

Directly Responsible To:

Principal Social Worker

Main Areas of Responsibility:

- Deliver and develop a robust learners programme to support the development of all social care workforce through the various bespoke programmes, i.e. ASYE/Apprenticeship/Step-up
- Coordinate, plan, design and evaluate training opportunities for learners in Children's Services
- Provide reflective supervision to all staff within the learner cohort and wider workforce as and when required
- Ensure all ASYE assessors and Practice Educators receive the relevant training and ongoing support to fulfil their role
- Work with the Quality Assurance function to disseminate learning from audit into practice at individual, team and service level
- Facilitate practice development for whole social workforce through delivery of in-house training, workshops and appreciative enquiry
- Undertake dip sampling and audit work as when required to support Children's Social Care quality assurance programme and produce written reports identifying themes and recommendations for practice improvement
- Undertake observations of practice, provide written records of this activity and collect the views of children and families about their experiences
- Support with the co-ordination of placement of students, and on-going support for student placements
- Develop and support Practice Educators including facilitation of disruption or concerns meetings and to support PEs to access training and development opportunities
- Support the activity of the recruitment and retention strategy through sessional teaching at High Education Institutes and Further Education Colleges in order to attract the best quality graduates to work in Liverpool

- Undertake the role of Research in Practice Link Officer to ensure that the Local Authority makes best use of this resource to support the development of the workforce
- Contribute to the continuous professional development (CPD) requirements of all staff, and to maintain their registration status

Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact
- Monitor financial performance and deliver within budget
- Monitor financial performance, deliver within budget and seek savings and efficiencies by exploring opportunities to draw funding where appropriate

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

Physical Demands of the Job:

- This post involves both office and field work. Hence it involves sedentary work and the need to travel to appointments

Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally

- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level 2.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Social Work Degree with current registration with Social Work England (A)
- Qualified Practice Educator or working toward Practice Educator qualification (A)

Experience

Essential

- Significant post qualification experience in statutory Children's Social Care Service (A/I)
- Experience of facilitating training workshops / development sessions (A/I)
- Experience of supervising and/or mentoring qualified social work staff (A/I)
- Robust knowledge of relevant children's legislation and policy frameworks and procedures (A/I)
- Good understanding of the challenges of multi-agency working environments (A/I)
- Experience of working with complex families / complex case load management (A/I)

Desirable

- Experience of professional supervision or line management of social care staff
- Good knowledge and understanding of social work theories relating to children's services practice
- Knowledge of good practice and understanding how this is recognised
- Experience of staff development

Skills/Abilities

Essential

- Resilience and flexibility in changing circumstances with the ability to work under pressure and deal with unexpected outcomes (A/I)
- Self-motivation with a personal commitment to improving people's lives through an understanding of positive impact of social care and ability to motivate others (A/I)
- The ability to collaborate with and influence a wide range of people, in person and through written communication (A/I)
- Strong IT skills, with the use of all applications (A/I)

Desirable

- The ability to demonstrate initiative, engage others and enable them to achieve their goals
- The ability to objectively analyse situations, using evidence and clear judgement to generate effective solutions
- Ability to plan and organise, create work schedules and set schedules for others

- Ability to demonstrate advanced level skills in applying needs-led assessments and planning
- The ability to understand and reflect critically on both your own personal development and how your actions affect others
- Analytical skills in order to assess and interpret key data
- Ability to provide guidance on decision making and encourage critical reflection on practice
- Ability to research, cascade and incorporate new guidance and procedure into work quick and effectively, to inform professional decision making

Commitment

Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council

Other

Essential

- This post is subject to a Disclosure and Barring Service (DBS) check at the appropriate level. (A)
- Full driving licence / car user (A)
- Ability to demonstrate a commitment to own professional development and that of colleagues (A/I)
- Ability to understand and demonstrate a commitment to Equality, Diversity and Inclusion (A/I)