

**Job Description & Person Specification**

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| **Post Title** | Principal Children & Family Therapist | | | | |
| **JE Reference** | W1281 | **Grade** | H | **SCP Range** | 33-35 |

**Reporting line:**

Resource Team Manager

Principal Children & Family Therapist

Senior Children & Family Therapist

Senior Children’s Counsellor & Play Therapist

Therapeutic Social Worker

# **Job Purpose:**

The Redcar & Cleveland Children and Family Therapy team consists of experienced therapists who deliver a wide range of therapeutic services to Children in our Care and to children on the Edge of Care. This includes interventions for children and young people, parents, foster carers, family groups and sibling groups where emotional need has been identified in relation to trauma, attachment, separation, and loss. The team work systemically, and all interventions involve working with family members, in particular parents and carers, as well as liaising with other relevant agencies

As Principal Children & Family Therapist you will be responsible for the management and development of the Children & Family Therapy Service to ensure the team provide suitable and timely responses to referrals received from Social Work Teams, with the aim of preventing children and young people from becoming Children in our Care and to improve placement stability for Children in Our Care.

As well as delivering therapeutic interventions, you will directly manage, lead, and provide case supervision for Senior Therapists in accordance with the department’s policy and procedures, and ensure that services and resources are targeted appropriately.

# **Relationships**

**Accountable to:** Resource Team Manager

**Accountable for:** Senior Children & Family Therapist

Senior Children’s Counsellor & Play Therapist

Therapeutic Social Worker

**General Contacts:** Children, young people, families, foster carers, social workers, social care managers, senior managers, lead members, other services within the Local Authority, commissioned services, voluntary agencies and external stakeholders.

# **Key duties and responsibilities:**

1. To coordinate the delivery of an effective Children & Family Therapy service and take a strategic role within the Resources leadership team.
2. To manage the Children & Family Therapy Service in order to provide an adaptable, high standard of therapeutic interventions to children, young people and their families and carers.
3. To develop, maintain and be responsible for robust systems and procedures for the management and delivery of the Children & Family Therapy Service.
4. To work directly with children, young people, and their parents/carers, individually and in family groups with co-workers, using appropriate therapeutic interventions.
5. To contribute to the training and development of other professionals by assisting with development and delivery of relevant training courses.
6. To manage the allocation of referrals, initial assessments and interventions and monitor and review as required.
7. To monitor, evaluate and review the effectiveness of the service to ensure good outcomes for children and produce monthly reports including performance data for senior management.
8. To arrange and attend meetings with social workers and team managers to ensure referrals, assessments, interventions and outcomes for children and families are shared in a timely manner.
9. To lead and drive positive change within the Children & Family Therapy Service in accordance with priorities and best practice.
10. To be sensitive to the individual needs of children and their families considering age, gender, culture, language, race, and disability.
11. To ensure all recordings, assessments, interventions, and reviews are completed and to provide professional advice on therapists’ written work as required.
12. To line manage Senior Therapists, providing monthly case supervision.
13. To organise and chair regular team meetings and team development days and to manage and plan developments for the Children & Family Therapy Service together with the Resource Team Manager.
14. To establish effective working relationships with children, families, statutory and voluntary services, and agencies to promote working together and to encourage positive outcomes for children and their families.
15. To work collaboratively with other professionals, responding appropriately to new information from social care and other frontline services regarding cases open to the service.
16. To remain current in your practice by ensuring you seek out training, development, and research to inform your practice, and by attendance at training courses and conferences, private reading and by seeking appropriate opportunities for consultation and other professional support.
17. To maintain excellent working relationship and work in partnership with other professionals within the Council and with other community organisations.
18. To work in line with the Signs of Safety practice model to ensure that the voices of children, young people and families are at the centre of all decision making and their voices heard and valued as part of planning, intervention, and wider service review.
19. To comply with all relevant Statutory Legislation, Codes of Practice, Policies and Procedures.

# **General/Corporate Responsibilities:**

1. To undertake such duties as may be commensurate with the seniority of the post.
2. To ensure that the Council’s corporate Health & Safety policy is followed, and training is undertaken in all pertinent health and safety procedures.
3. To partake in the Council’s and Directorate’s staff training and development policies as well as the Council’s system of performance appraisal.
4. To treat all information gathered for the Council and Directorate, either electronically or manually, in a confidential manner.
5. All employees are required to demonstrate a commitment when carrying out their duties which promotes and values diversity and the equality of opportunity in relation to employees and service users which is in line with the Council’s Equality & Diversity Policy.
6. To be responsible for identifying and managing all risks associated with the job role through effective application of internal controls and risk assessments to support the achievement of Corporate and Service objectives.
7. To ensure the highest standards of customer care are met at all times.
8. To ensure the principles of Value for Money in service delivery is fundamental in all aspects of involvement with internal and external customers.
9. To ensure that the highest standards of data quality are achieved and maintained for the collection, management and use of data.
10. To positively promote the welfare of children, young people, and vulnerable adults and ensure that it is recognised that Safeguarding is everyone's responsibility; and to engage in appropriate training and development opportunities which enhance an individual’s knowledge and skill in responding to children, young people and vulnerable adults who may be in need of safeguarding.

**Last Updated:** 28 July 2021 **Author:** Eileen Baines

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| **POST TITLE** | **GRADE** |
| Principal Children Families Therapist | G+ |

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| **CRITERIA** | **NECESSARY REQUIREMENTS** | | **\* M.O.A.** |
|  | **Essential** | **Desirable** |  |
| **EXPERIENCE** | * Substantial experience of leading and managing a therapeutic team. * Extensive experience of providing therapeutic   assessments and interventions to individual  children, young people and family groups who have  been impacted by trauma, attachment, separation  and loss.   * Established experience of co-working therapeutically with colleagues. | * Experience of working with Children in Our Care and children on the Edge of Care. * Specific experience of a therapeutic approach such as Dyadic Developmental Therapy, Family Therapy, Play therapy etc. * Experience of providing supervision. * Experience of delivering training to other professionals and to parents/carers. | A, I |
| **SKILLS AND ABILITIES** | * Excellent communication and interpersonal skills * Excellent leadership skills * Excellent assessment skills * Evidence based knowledge of services available to Children, Young People and Families * Excellent report writing/recording and presentation skills * Excellent organisation and prioritising skills * Excellent problem solving and negotiation skills * Proven flexible approach to ensure services are delivered in a quality and timely manner. * The ability to think creatively and develop innovative services * High level of self-motivation and enthusiasm * Ability to assess and respond to risk in a variety of settings |  | A, I |
| **EDUCATION/ QUALIFICATIONS/ KNOWLEDGE** | * Degree/Masters level qualification in counselling/psychotherapy * Professional Accreditation to relevant association (e.g. BACP, UKCP, BAPT, DDP Certification) * A working knowledge of Safeguarding Children and Vulnerable Adults * Good understanding of local issues affecting children, young people, and their families. | * Leadership qualification * Qualification in specific therapy e.g. Dyadic Developmental Psychotherapy, Systemic Family Therapy, Play Therapy * Qualification in Supervision. | A, I, C |
| **OTHER REQUIREMENTS** | * Flexible approach to work by responding to the needs of the service including, at times, requirements to work beyond normal working hours * Commitment to own continuous personal and professional development * Strong team player, committed to an ethos of continuous improvement * Full driving license and access to own car |  | A, I, C |
| **COMMITMENT TO EQUAL OPPORTUNITIES** | * Commitment to equal opportunities and the ability to recognise the needs of different service users | * Evidence of having completed training in equality and diversity awareness | A, I |
| **COMMITMENT TO SERVICE DELIVERY/ CUSTOMER CARE** | * Commitment to provide a customer-focussed service | * Evidence of surpassing customer expectations or service targets / goals | A, I |

**METHOD OF ASSESSMENT: (\*M.O.A.)**

A = APPLICATION FORM C = CERTIFICATE E = EXERCISE I = INTERVIEW P = PRESENTATION T = TEST AC = ASSESSMENT CENTRE

R = REFERENCE