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| JOB TITLE: | Reducing Parental Conflict Lead Champion | | |
| GRADE: JOB CODE: | G8 SCP 26-31 £30,984 - £35,336 (pro rata) RT399REDUG8 | SERVICE AREA: | Children's Services – Early Help |
| REPORTS TO: | Parenting Lead | LOCATION: | Working From Home/ Locality Family Hub |
| SPECIAL CONDITIONS: | <ul style="list-style-type: none">- Fixed Term position 2 years (Grant funded for 2 years, with a high potential for one further year funding extension until March 2025).- Some evening and weekend work may be necessary- Some home working will likely be required- This post is covered by the Government's Code of Practice on the English Language Fluency Duty for public sector workers | | |

Early Help can offer children, young people and their families the support needed to reach their full potential, it can improve the quality of a child's home and family life, enable them to perform better at school and support their mental health" (EIF 2018). One of the Early Help core business functions is to provide services for children young people and families who are in need, these are to improve a child, young person & family's resilience and outcomes and reduce the chances of problems getting worse.

Since 2019 the Early Help Service has been part of the Government funded Reducing Parental Conflict (RPC) agenda that launched in 2018. We have been part of this because:

- Studies have found that children who are exposed to frequent, intense and poorly resolved parental conflict can be negatively affected in the short and longer term. It can affect children's mental health, early emotional and social development, educational attainment, and employability – limiting their chances to lead fulfilling happy lives.
- In 2019 to 2020, 12% of children in couple parent families were living with at least one parent reporting relationship distress.

Additional funding is being made available through a new RPC funding grant of 2022-2024 (with potential for extension until March 2025) and the service now requires a **Reducing Parental Conflict Lead Champion** to design, lead and develop the Reducing Parental Conflict agenda further across the Local Authority area.

1. Main purpose of the job role:

- **To drive the development of the RPC agenda** across the Early Help service & the Early Help partnership. The position holder being the key RPC representative at the Early Help

Steering Group and other associated internal and external (partnership) steering and working groups (where work streams are linked to RPC).

- **To project plan, assess, map, quality assure, audit, evaluate and understand evidence for the RPC position** including planning longer term sustainability plans and evidencing the changes and progress being made on RPC for management returns.
- **To provide RPC training and ongoing development support** to ensure training is resulting in a change of practice for groups of multi-agency professionals who are working with parents who are in relationship distress.
- **To develop and support RPC champions across agencies**, and offer consultancy/ expert advice and guidance to professionals who are supporting couples, either together or separated who are in relationship distress.
- **To develop and co-develop interventions and resources**, including parenting, face to face groups and workshops, resources for professionals, online 'self-help' resources for children, young people and families where couples are in relationship distress.

RPC Champion Lead:

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| Year 1 – Internal Focus and embedding RPC for existing trained staff | Year 2 – Partnership Focused – & development of missing partners to the agenda | Year 3 (with successful funding) – Evaluation Focus/ sustainability plans for post year 3. |
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2. Role specific duties and accountabilities:

To drive the development of the RPC agenda:

- Delivering information, briefing sessions, manager's sessions to present RPC messages across a range of services to a range of levels.
- Attending relevant Locality Unit and Managers team meeting internally to the Early Help Service and collaborating with locality managers, to design and deliver on a culture change across the localities.
- Attending, presenting and preparing feedback for Early Help Steering Group meetings (bi monthly)
- Working closely with Early Help Partnership Officers to engage and develop RPC plans across Education, Health, Police, Housing and other Early Help Partnership members.
- Liaising and consulting with other partner agencies and developing key networks to work in collaboration with partners to develop and execute change plans for RPC focused work streams.
- Working closely with the VCS sector to understand and report on the challenges faced by this sector to address RPC.
- Presenting information to the most senior of managers across a range of agencies to gain 'buy in' to the RPC agenda and support to design collaborative plans to address workforce development on the RPC agenda across these agencies.
- Providing training and support to partner agencies, adapting training where this is applicable to do so – i.e. extra focus on recognition of the difference between parental conflict and domestic abuse.
- Working closely with the Early Help management team in the development of pathways of support for Early Help families where couples are in relationship distress.

- Working closely with our commissioned domestic abuse services to shape pathways of support for parents, when parental conflict has instead been identified and thresholds are not met for their service support.
- Continuing our links and further development of RPC Black Country RPC agenda with our Black Country partner Local Authorities - Sandwell, Dudley and Wolverhampton and working with any co colleagues representing the RPC agenda in their areas.
- Developing long-term sustainability plans for continued positive progress on the RPC agenda longer term.

To project plan, assess, map, quality assure, audit, evaluate and understand and evidence the RPC position

- Ongoing mapping of existing RPC training Level 1 (Awareness) and 2 (Tools and Toolkit) training, maintaining trackers and information sources for reporting, working closely with performance team colleagues to develop key performance indicators for the RPC project.
- Project planning building on existing positions for RPC– designing reports and information to present RPC messages, and change plans across a range of services.
- Working closely with Early Help Management team and partner agencies management teams to ensure assessments, plans and reviews are couple relationship focused, with clear action plans for addressing parental relationship distress.
- Working closely with children, young people and parents whether together or separated to understand relationship journeys and map experiences and services available for RPC.
- To take part in audits internal and external through the partnership to establish the level of relationship enquiry taking place across services and to establish plans for further development of workforces to address and respond to parental conflict.
- To explore evaluation and research plans, and take part in any small/medium scale research projects across services to establish effectiveness of the RPC Toolkit, Resources, Group and 121 focused interventions.
- Develop a knowledge of available RPC services, and interventions and gaps across services, working closely with the Early Help Project and Development officer to explore any additional funding opportunities to address gaps in service.
- Evaluating, monitoring, tracking and reporting on the success of the RPC project.
- Preparation of longer-term sustainability plans and potential development of greater numbers of RPC champions across a range of partner agencies.
- Preparation and oversight of the government-funding project return management information, and planning tool matrixes for assessing and deciding the position of the change journey for the RPC agenda.

To provide RPC training and ongoing development support

- Provision of Awareness (level 1) and Toolkit (Level 2) training (level 2 train the trainer will be provided)
- Provision of pre/ post training practice development RPC sessions (Level 1 Awareness and 2 Toolkit)
- To work closely with colleagues in Workforce Development teams to co-ordinate training plans, training places, training venues for a range of multi-agency professionals.
- Monitoring, evaluation, review of the RPC training and the RPC practice support, measuring, assessing and reporting on outcomes and impact of training and practice support.
- Oversight and quality assurance of Level 4 parent facing RPC interventions (possible support to a specific evaluation project, possible support to delivery of RPC parent sessions)

- Member of Early Help Steering Group / Project Development Team specifically with RPC focus.
- Development of the missing partners to this agenda and networking across the partnership on RPC – to be ‘the go to person’ to help services shape their RPC agendas.

To develop and support RPC champions across agencies,

- Develop Champions groups / Working Groups and work across the partnership to secure strategic buy in for development of services for addressing RPC.
- Provide consultancy, advice & guidance surgeries for level 3 Champions and those working with couples in relationship distress.
- To work closely with the Early Help Parenting Officer with RPC responsibility and work to shape and increase uptake of RPC focused parenting interventions.
- Contribute to the development of project plans for existing Level 3 Champions
- To work closely with external partners (Police, Housing, Health, Education, VCS and other justice services such as probation and youth justice) on the development of new and additional RPC champions and training across services.
- To focus on long term sustainability plans for new and existing RPC level 3 Champions
- To source and co-ordinate any additional related training for new and existing Level 3 multi-agency RPC Champions.

To develop and co-develop interventions and resources,

- Developing interventions to be used by professionals when working with parents and the children of parents that are in relationship distress.
- To evaluate interventions and resources for impact and outcome.
- To work closely with Early Help Family Support and Project Support colleagues, Children and Young people in the development of children and young people focused direct work resources.
- To work closely with Early Help Family Support, Early Help Level 3 Champions, and Project Support colleagues, parents including fathers in the development of interventions for professionals to use when working with parents in relationship distress.
- To work closely with Early Help Marketing Lead in Developing RPC self-help websites & RPC e-resources for parents, professionals, children and young people.

Other Duties:

- To oversee any RPC project finances, reporting of financial and outcome positions to early help managers and others relevant partner stakeholders, working closely with finance colleagues in the management return information required as part of the funding.
- Support Early Help inspections and partner’s inspections from governing bodies such as Ofsted.

3. Corporate duties and accountabilities:

- The post holder will comply with, promote the Council’s Health, Wellbeing and Safety at Work policies, and ensure these are implemented effectively within his /her areas of responsibility.
- Through personal commitment and clear action, the post holder will promote the Council’s employment policies, with particular reference to diversity, equality of access and treatment in

employment, service delivery and community involvement. To support/develop a working culture within these services that reflects the corporate vision.

- Ensure that the services provided aligned to the Council strategy, vision, aims, objectives, priorities and continuous improvement programme and play their part in achieving these. This includes compliance with Standing Orders, Financial Regulations, Code of Conduct and the Councils Policies and Procedures.

This job description sets out a summary of the duties and accountabilities of the role. It is not intended to be exhaustive.



| JOB TITLE: RPC Lead Champion | | GRADE: G8 |
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| Using the Job Description consider what essential behaviours, abilities and knowledge are required by a person to perform each of the main activities and accountabilities of the job safely and effectively. | Indicate when Assessment is possible: at Application form =A interview=I both=A/I test = T | WEIGHT CODE shows relative importance Low=1 Medium=2 High=3 |
| Behaviours: <i>refer to corporate behaviours document</i> | | |
| Professionalism - Actively seek ways to prevent over-complication or confusion of service delivery through innovation, being open to change and the removal of barriers including challenging negative behaviours. | A | 3 |
| Leadership - Leads by example, optimising those resources allocated, Communicates clearly taking account and welcoming feedback. Takes a positive and resilient approach to change understanding the longer-term vision of the Council and/or service areas. | A | 3 |
| Accountability - Adopt a 'can do' attitude in the work that I deliver taking accountability for my own performance and development and responsibility for my actions and decisions. I will demonstrate inclusivity and promote the values of diversity and equality. | A | 3 |
| Transparency - Work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or communities we serve. | A | 3 |
| Ethical - Aware of own impact on others through valuing openness, treating everyone with respect and listening carefully to understand the views of others in order to build trust. | A | 3 |
| Abilities/Skills: (refer to JE guidance document) | | |
| Excellent interpersonal skills, with the ability to communicate to a wide range of audiences. | A/I | 3 |
| Excellent partnership working skills, with the ability to shape and influence change across a wide range of agencies. | A/I | 3 |
| Ability to demonstrate a commitment to the issues of confidentiality and promote child centred & relational focused practices. | A | |

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| Ability to shape, oversee, design and deliver change on medium/large scale change projects. | A | |
| Ability to influence and secure buy in of shared agendas from a range of multi-agency services. | A/I | 3 |
| Ability to use well developed communication skills to present information in an understandable way, to a range of audiences through a range of communication methods. | A/I | 3 |
| Ability to fully understand and apply safeguarding principles to working with Children, Young People and families, with ability to understand and inform on the different responses needed for families where Domestic Abuse is featured. | A/I | 3 |
| Ability to present and communicate effectively with senior and divisional management from a range of agencies. | A | |
| Ability to capture, record and formally report on data and provide analysis and decision making, making informed decisions on the basis of results, evaluation of impact and outcomes measures. | A | |
| Ability to apply practical/procedural/organisational/national policy & theory in relation to children and families & specifically in the area of Reducing Parental Conflict, with the proven ability to turn policies & theories into practical service delivery for the Early Help Service and our partners. | A/I | 3 |
| Ability to design and develop sustainability plans including set up of short/ medium & long-term sustainability plans. | A/I | 3 |
| Ability to work closely with Children, Young People and Families to co-produce/ co-design services and pathways of support. | A/I | 3 |
| Skilled in excellent time management and organisation, planning own workload and setting appropriate objectives and plans with a proven track record of meeting deadlines on time. | A | |
| Skilled in the design and delivery of training to groups of multi-agency professionals and designing and delivery of evaluation and feedback mechanisms to monitor impact, review and change. | A/I | 3 |
| Skilled in empowering, shaping and developing individuals practice including shaping skills through the delivery of 121's, Group Support / Consultancy / Advice and guidance surgeries and or any other formal and informal support sessions. | A/I | 3 |
| Ability to oversee budgets and follow financial procedures for the oversight of finances. | A | |
| Effective problem-solving skills and the ability to analyse and evaluate complex problems and inform and apply criteria to making judgements or translate changes across practice & service delivery. | A | |

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| Ability to work within defined procedure and to work independently using own initiative. | A | |
| Ability to produce high quality management reports, and written information to a range of multi-agency professionals. | A | |
| Ability to work across a wide range of partners and agencies including, working across groups of Local Authorities or wider geographical areas. | A | |
| The ability to communicate verbally with customers and provide advice and/or information in accurate spoken English is essential for the post | I | 3 |
| Knowledge/Experience: specify type, level and qualitative (not quantitative required); if any. | | |
| Knowledge and understanding of the national agenda regarding policy initiatives for Reducing Parental Conflict | A/I | 3 |
| Knowledge and understanding of a wide range of research into the effects of parental conflict on children's outcomes. | A/I | 3 |
| Experienced in delivery of interventions to Children, Young People, Fathers, Parents and Couples together or separated with relationships difficulties – this should include couples either intact or separated, couples, and families with complex and long-term relationship issues. | A/I | 3 |
| Experience of working with children, young people and families from a diverse range of backgrounds, including families with trauma or attachment difficulties. | A/I | 3 |
| Experience of partnership working and developing stakeholders including both statutory and voluntary agencies, as well as good understanding of other professional's rules, responsibilities, services and procedures. | A/I | 2 |
| Experience of mobilising workforces to deliver on projects, initiatives and activities. | A/I | 2 |
| Extensive experience of delivering training to groups of multi-agency professionals. | A/I | 3 |
| Experience of designing and delivering on post training practice support. | A/I | 3 |
| Evidence of continuous professional development | A | |
| Qualification: Specify any qualifications that are a minimum requirement, please include any equivalent qualifications that would be deemed acceptable or if this can be obtained through on the job experience. | | |
| A recognised professional qualification e.g. Social Work, Health, Children & Families, Justice services or other related degree level qualification, or the proven ability and experience to clearly demonstrate the skills and knowledge equivalent to such a standard | A/I | 3 |

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| Accredited (qualification) in an evidence based and/ or a formally recognised parental conflict programme. | | A/I | 3 |
| A recognised training / adult learning qualification would be an advantage. | | A | |
| A recognised project management qualification would be an advantage. | | A | |
| Other Essential Requirements | | | |
| An awareness of, and commitment to, equality of opportunity | | I | 3 |
| Awareness of, and commitment to, confidentiality and handling data | | I | 3 |
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| Prepared by: | Georgina Atkins Parenting Lead | Date: April 2022 | |