



**JOB DESCRIPTION (JD)  
AND EMPLOYEE  
SPECIFICATION (ES)**  
Manager Template

<b>JOB TITLE:</b>	Lead Child Protection Practitioner		
<b>GRADE:</b>	G11	<b>SERVICE AREA:</b>	Children’s Social Case
<b>JOB CODE:</b>			
<b>REPORTS TO:</b>	Senior Lead Child Protection Practitioner	<b>LOCATION:</b>	Civic Centre / Localities
<b>SPECIAL CONDITIONS:</b>	<ul style="list-style-type: none"> <li>Enhanced DBS disclosure is required for this post</li> <li>Ability/ willingness to travel from location to location</li> <li>Some working outside normal office hours will be required.</li> </ul>		

*At Walsall Council, we believe that people are at the heart of everything we do. In our work, the way we listen and respond to our customers and colleagues will determine the way we grow and bring Council’s vision to life. To succeed, we must push the boundaries of customer service and added value - outstanding is the new standard and the new routine. Using evidence-based insight into solving problems, managers will create an environment that provides opportunities for all individuals and communities to fulfil their potential. As leaders of people, managers will:*

- Work collaboratively to develop strong working relationships and provide a bridge between the council and the communities it serves;*
- Embrace change and strive for improvement continuously;*
- Provide value for money to ensure services are delivered in a timely fashion, combining sustainability with quality;*
- Challenge the status quo, enable and empower, act with integrity.*
- Together, they will deliver services that the people of Walsall will be proud of.*

**1. Corporate duties and accountabilities:**

- The post holder will comply with and promote the Council’s Health, Wellbeing and Safety at Work policies and ensure these are implemented effectively within his/her areas of responsibility.
- A priority for the Council is the protection of vulnerable people, ensuring they are able to live as independently as possible. The post-holder will promote and engage with Council’s responsibility to safeguard the welfare of children, young people and adults, and protect their right to be safe from harm.
- 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.

## 2. Main purpose of the job role:

- Responsible for and lead decision-maker for all Child Protection Enquiries and Child Protection Conferences
- To provide effective help and protection to children, young people, families and carers, and help them to achieve positive outcomes.
- To chair child protection conferences in accordance with the Children Act 1989 and Working Together 2023, and to ensure that child protection plans are developed and reviewed to ensure good outcomes for children and young people.
- To practice social work in a transparent, accountable and safe way in accordance with professional standards and ethics.
- To be practice leader, and to lead the development of high quality of child protection practice across the service and across the council.
- To support all frontline practitioners, and to be aware of and manage performance in relation to child protection.

## 3. Role specific duties and accountabilities: *please refer to [role of the manager](#) detail or advice & guidance document*

### **Leading People**

- To provide accessible and visible leadership for the service in relation to child protection, and be the first point of contact for all staff to provide advice and guidance.
- To be a recognised expert in child protection, and to offer specialist knowledge and support to others in a particular area.
- To lead the practice and decision-making of the Multi-Agency Child Protection Team.
- To develop practice through oversight and quality assurance of child protection practice, observations of practice and appraisal.
- To be responsible for the professional supervision, guidance, and reflective practice of child protection.
- To support and develop knowledge and skills in line with Walsall Children's Social Care practice frameworks and methods.
- To facilitate regular Group Supervision around child protection to foster collaborative multi-agency working.
- To lead practice development in child protection, and to develop a culture of learning and evidence-based practice.
- Deliver training sessions and workshops to support the development of effective, consistent child protection practice across the service and the Walsall Safeguarding Partnership.

### **Horizon Scanning**

- To deliver services for children, young people, their families and carers, in line with legislation, guidance and local policy and procedures.
- To make complicated decisions relating to child protection for children, young people and their families within Walsall.
- To act for the Senior Lead Child Protection Practitioner as appropriate in representing and developing the service, and in contributing to the management of services across Children's Social Care.
- To develop practice expertise and specialist knowledge, and engage with stakeholders across the sector bringing best practice back to Walsall.
- To support collaborative working with children, young people, families, carers, and the engagement of parents in child protection through advocacy.
- To develop the partnership relationships required for the Multi-Agency Child Protection Team, and to embed and champion this approach.

- To promote the regional and national development of Multi-Agency Child Protection Teams.
- To support the Senior Lead Child Protection Practitioner to review the work of the Multi-Agency Child Protection Team delivery, and initiate new developments and any other changes as appropriate

### ***Managing Resources***

- To effectively manage delegated budgets and effective use of resources within the Multi-Agency Child Protection Team, utilising best value principles.
- To ensure that thresholds for service intervention have been met.
- To make arrangements for support provisions to be arranged for children, young people, their families and carers as required.
- Assist in the planning and developing of future services and policies, promote innovative ways of developing practice and contribute to the development of capacity within the community.

### ***Managing Performance***

- To use management information systems effectively to support quality of child protection practice.
- To support all Family Help Lead Practitioners (inc. Social Workers) in developing their practice and developing their professional competency.
- To support the Senior Lead Child Protection Practitioner and Team Managers in promoting a culture of quality of practice, and in managing and developing practice for individual practitioners, as well as addressing any specific performance concerns.
- To keep up to date with Walsall Council and services policy, national trends, research, government guidelines, legal issues, etc.
- To undertake regular audits, including participating in Child Journey Audits, and ensure that statutory obligations and performance management targets are being met.

### ***Managing Self – Practitioner Responsibilities***

- To manage own mixed and varied workload, working with the most vulnerable children, young people and families in Walsall where a child protection response is required.
- To work alongside Family Help Lead Practitioners (inc. Social Workers), and support them in developing their practice and decision-making.
- Ensure that work is completed within the stated timescales in accordance with both national and local policy.
- To ensure needs are met and risks are managed to achieve best outcomes for children and young people in often complex and varied situations.
- To undertake home visits to see children and young people using a relationship social work approach and maintain contact with children between meetings.
- Advocate for children and young people and ensure their voices are heard and they are supported to participate in a variety of ways and forums as is appropriate to their needs, age and development.
- Provide high quality and timely assessments and reports.
- To be able to undertake Care Proceedings and court work of a consistently high standard.
- Work collaboratively with and develop good working relationships with individual children and young people, families, carers, colleagues and other agencies.
- Maintain records in relation to recording information about children and families in line with Council policy and procedure.
- Be accountable for own progression and career development as a practitioner and practice supervisor, undertaking training and professional development, and maintaining up-to-date knowledge and skills.

- Actively participate in regular supervision and consultation with the Senior Lead Child Protection Practitioner ensuring they are always made aware of significant issues in respect of children and families.

### ***Managing Self – Management Responsibilities***

- To lead all child protection investigations – including chairing Strategy Meetings and Child Protection Conferences and managing Section 47 Enquiries.
- To be the lead decision-maker for the outcome of child protection decisions in Strategy Meetings, Section 47 Enquiries and Child Protection Conferences.
- To oversee multi-agency child protection practice, and the work of multiple agencies involved in child protection enquiries and decisions.
- To lead a culture of collaborative decision-making in the Multi-Agency Child Protection Team.
- To provide senior escalation and challenge to all agencies where required, and where there are differences of opinion in decision-making.
- Be accountable for own progression and career development, undertaking training and professional development, and maintaining up-to-date knowledge and skills.
- To practice in way that is founded on anti-discriminatory and anti-racist principles, and to support diversity and equality for all people
- Encourage a work environment which promotes the health, safety and wellbeing of self and others.
- Perform duties in line with the Social Work England Professional Standards.
- Support the Senior Lead Child Protection Practitioner in coordinating the team and improving performance through agreed management activities, standing in for the Senior Lead.
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### **4. Key Stakeholders and reporting lines**

- Senior Lead Child Protection Practitioner
- Group Manager



JOB TITLE Lead Child Protection Practitioner	GRADE G11	
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	<b>WEIGHT CODE</b> shows relative importance Low=1 Medium=2 High=3
<b>Behaviours:</b>		
<b>Professionalism</b> - 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/I	3
<b>Leadership</b> - 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.	Not Applicable	
<b>Accountability</b> - 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/I	3
<b>Transparency</b> - 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/I	3
<b>Ethical</b> - 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/I	3
<b>Abilities/Skills:</b>		
<ul style="list-style-type: none"> <li>• Demonstrates detailed knowledge and skills in assessing children's and young people's needs and developing plans to meet these needs, including for children and young people in complex circumstances</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Demonstrates extensive knowledge of current childcare legislation, guidance and regulation</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Demonstrates extensive knowledge of theory, research, policy and the law relating to social work with children and families, including understanding of child development</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Ability to lead, motivate and develop a team, its work and its relationship within and outside of the agency.</li> </ul>	A/I	2
<ul style="list-style-type: none"> <li>• Ability to prepare succinct reports and present these in a formal setting.</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Demonstrates an understanding and commitment to equality of opportunity and anti-discriminatory practice and the ability to challenge and rectify discriminatory practice at individual and systemic levels.</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Demonstrates ability to take responsibility for a complex and demanding workload and priorities, and to use own initiative to manage issues that arise within the team seeking support from the Team Manager when required</li> </ul>	A/I	2

<ul style="list-style-type: none"> <li>• Demonstrates awareness of major research findings and Serious case review inquiry reports on Child Protection and/or planning for children and the implications for assessments and decision making and to have the ability to disseminate this information within the team and the wider Directorate.</li> </ul>	A/I	2
<ul style="list-style-type: none"> <li>• Ability to manage stress and work under pressure</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Ability to manage and lead change</li> </ul>		3
<ul style="list-style-type: none"> <li>• Ability to communicate, negotiate and influence a wide range of practitioners, managers and partners from other agencies.</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Ability to work in partnership with other agencies to secure positive outcomes and help children, young people, families and carers to access resources</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Ability to work collaboratively and restoratively with people, and to develop positive working relationships working through challenging circumstances through communication skills</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Ability to manage systems and processes to support the effective and timely delivery of assessments and services across a team</li> </ul>	A/I	2
<ul style="list-style-type: none"> <li>• Demonstrates enthusiasm and commitment to social work; understanding and commitment to equality of opportunity and anti-discriminatory practice; upholds and demonstrates knowledge of social work values in accordance with the Professional Capabilities Framework, Knowledge and Skills Framework, and Social Work England Professional Standards</li> </ul>	A/I	3
<b>Knowledge/Experience:</b> specify type, level and qualitative (not quantitative required); if any.		
<ul style="list-style-type: none"> <li>• Experience of working directly with children and young people</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Experience of assessment and interventions or support programmes</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Knowledge of key theories and methods for work with children, young and families such as child development, systems theory and restorative practice</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• To have extensive experience of utilising a range of social work skills at PQ level within a Local Authority or recognised equivalent authority.</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Experience of supporting and developing skills and learning for practitioners in Children's Social Care</li> </ul>	A/I	3
<ul style="list-style-type: none"> <li>• Identified area(s) of specialist knowledge and skills</li> </ul>	I	3
<b>Qualification:</b> 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.		
<ul style="list-style-type: none"> <li>• Social work qualification, BA, MA, CQSW, CSS, DipSW,</li> </ul>	A	
<ul style="list-style-type: none"> <li>• Registration with Social Work England</li> </ul>	A	
<ul style="list-style-type: none"> <li>• Evidence of CPD, i.e. Log of CPD as required for Social Work England re-registration</li> </ul>	A	
<ul style="list-style-type: none"> <li>• Evidence of ASYE completion if appropriate, and has at least two years of experience post-ASYE</li> </ul>	A	
<b>Other Essential Requirements</b>		
An awareness of, and commitment to, equality of opportunity	I	3
Awareness of, and commitment to, confidentiality and handling data	I	3
<b>Prepared by:</b>	Antony Schaffarczyk	<b>Date:</b> 04/06/24

