

Post Specification

Date	February 2024
PG Number	8176
Post Title	Team Practice Manager Youth Justice
Job Family	People Care and Development
Job Family Role Profile	PCD16
Final Grade	Final Grade 17 (inc JWC's)

To be read in conjunction with the job family role profile

Service Area description

This post sits in the Youth Justice Service, in the Early Help sub directorate of Children and Family Wellbeing .

Purpose of this post

- To improve outcomes by managing the delivery of a range of quality assured services for families, children and young people, and victims of youth crime, through a multi-agency service
- To be responsible for the day to day running and operational delivery of the area Youth Justice team
- To contribute to the implementation of Cumberlands Youth Justice Plan to secure the delivery of local services to meet Youth Justice Board agreed National Standards.
- To have responsibility for specific areas of practice initiatives and development of operational performance.

Key job specific accountabilities

1. To improve outcomes for Children and Young People involved in the criminal justice system, by listening to the voice of the child, young person and their families and carers, understanding their needs and working together to agree how these needs will be met with the right help and support.
2. Running of the multi agency Youth Justice team on a day to day basis
3. Provide supervision and support, guidance, consultation, coaching and mentoring for Youth Justice Service staff
4. To be responsible for identification and management of risk within individual and multi-agency contexts.
5. To contribute to the annual Youth Justice Service plan and to attend the Youth Justice Service Management board on a quarterly basis.
6. To implement action and improvement plans as a result of thematic reviews and other inspection or evaluation work.
7. To undertake Quality Assurance on Assessments and Reports and to contribute to the team and directorate audit process
8. To be responsible for the management of incoming work including prioritisation and allocation, through caseload management of team members, reviews, and closure of cases
9. To build and maintain links with local partner agencies that promote the service and encourage joint working relationships to enhance high quality service outcomes
10. To maintain a knowledge and expertise of the work of the YOS and to contribute to the development of services and best practice which support the delivery of quality services

Please note annual targets will be discussed during the appraisal process	
Key facts and figures of the post	
Budget Responsibilities	• None
Staff Management Responsibilities	• Provide line management to approximately 10 staff members
Other	• None
Essential Criteria - Qualifications, knowledge, experience and expertise	
• Recognised professional qualification or degree/diploma level qualification or equivalent in a relevant subject area i.e. Criminal Justice and or Social welfare • Significant operational experience in a relevant Youth Justice setting, including experience of working within the Court setting • Experience of supervising/managing staff • Significant case management experience in a Youth Justice or related field, including experience of Assessment, Case Management and planning in complex cases • Working in a multi-agency team/environment, effective Work in a multi-agency context with internal and external colleagues on day to day service issues – sharing and co-ordinating resources • Experience of assisting performance improvement and addressing shortfalls • Significant experience of working with other agencies to improve outcomes for children • Significant experience of working in partnership with service users • Understanding of policies, statutory guidance and legislation in respect of Youth Justice agenda • Excellent communication skills • Organisation of own and others work to meet standards and timescales • Ability to deliver training • Ability to use IT appropriately to support function • Professional integrity, reliability and consistency • Adaptability • Good time management and ability to prioritise to meet deadlines	
Disclosure and Barring Service – DBS Checks	
• This post requires a DBS check. • The level of check required is: ◦ DBS Enhanced - Children	
Job working circumstances	
Emotional Demands	• Managing staff and frequent direct exposure to case materials dealing with serious and distressing offences committed by children. • Managing staff and frequent direct exposure to case materials dealing with children who have experienced abuse and Adverse Childhood Experiences. • Providing intensive case supervision and reflection around harmful sexual behaviour including sexual offences perpetrated against children. • Managing and supporting the emotional needs of staff who are working directly with victims of crime. • Directly meeting with service users to address non-compliance, including being exposed to verbal aggression and making decisions about progressing prosecution of children on behalf of the service. • Providing sole management cover county-wide out of hours including weekend and bank holiday Courts. This often involves remand of children into custody, working alongside practitioners dealing with children who have committed serious and complex offences. Independent decision-making responsibility, with limited access to other services and support in often the most complex and serious cases.

Physical Demands	• Normal
Working Conditions	• Dealing directly with abusive behaviour where there is a potential for violence and on occasion. Regular exposure to service users who may upset or angry.
Other Factors	
• Flexible working hours including evening and weekend working in line with service requirements. • Requires ability to travel independently to undertake duties on a regular basis	