



Greater London Fostering

Job Description

JOB TITLE: Social Work Team Manager (North London)

REPORTS TO: one of GLF's directors

1 Context and Purpose of the Job

1.1 Under the overall direction of a director, to be responsible for the provision of GLF's services in North London.

1.2 To contribute to the overall management of GLF and to deputise for the directors.

1.3

Major duties and Responsibilities

Supervision of Foster Care Supervisors, Supervising Social Workers, Senior Practitioners and other staff as required

2.1 To supervise such Supervising Social Workers, Senior Practitioners, foster care supervisors and other staff as are assigned and to ensure that they are informed of and fully comply with, all standards, policies and guidance, including safer caring guidelines, agreed by GLF

2.2 To supervise the work of staff undertaking assessments of fostering applicants and to ensure that the assessment report on their suitability meets the standard required by the Agency's Panel.

2.2 To participate in the design and delivery of training of staff, foster carers and potential foster carers.

2.4 To determine, prioritise and monitor workload and assign tasks to appropriate staff.

2.5 To provide assistance to staff in helping carers solve problems arising from placements such as finance, equipment and transport and to represent the views of staff and carers to the directors

2.6 To undertake staff appraisal and to assist in the career development of staff, by establishing training needs with them and making plans to meet these. To deal with poor performance as appropriate

2.8 To attend regular supervision meetings with the line manager and participate in appropriate training and professional development

- 2.9 To ensure all work is carried out in accordance with GLF's philosophy, equal opportunities statement, quality assurance, complaints, child protection and financial procedures, health and safety, employment and other policies.
- 3.0 To ensure that referrals are dealt with promptly, efficiently and appropriately
- 3.1 To participate in the agency's out of hours system
- 3.2 To contribute to the overall development of GLF

Flexibility

- 4.1 In order to deliver an effective service, a degree of flexibility is needed and the post holder may be required to perform work not specifically referred to above. Such duties however, will fall within the scope of the post.