

Job Description for Deputy Team Manager (Yvonne House)	
Location	Yvonne House on Wandsworth Road. SW8 4TE
Salary	<p>£50,000 to £56,000 Full Time + Pension + Travel</p> <p>35 Days Annual Leave (incl. Bank Holidays); Wellbeing Fund and Line Management Supervision, 1:1 External Therapeutic Support, & Group Therapeutic Thinking Space.</p> <p>The starting salary is dependent on experience and qualifications.</p>
Hours	<p>Full-time, working flexibly, including evenings and weekends, and participation in the Managers' on-call rota.</p> <p>6 month's Probationary Period with a Salary Review at 6 months.</p>
Responsible to	Registered Manager
Summary of Role	<p>You will have considerable responsibility in supporting the Registered Manager and team of Practitioners - delivering exceptional care and support to our young female residents, and ensuring the highest level of compliance against Children's Home Regulations and Ofsted Quality Standards.</p> <p>The Yvonne House Team are responsible for developing positive and empowering relationships with the young female residents (aged 13-17) at Yvonne House.</p>
Core Duties	<p>Leadership & Management</p> <p>Support and supervise up to FIVE Practitioners (day/night staff) in fulfilling their duties and ensuring the smooth day-to-day running of the House</p> <ol style="list-style-type: none"> 1. Ensure those Practitioners you supervise are provided with an appropriate induction and monthly 1:1 supervision and assist with the appraisal processes for all Practitioners. 2. Supporting the Registered Manager with service priority rollout, ensuring that each shift is managed to review keywork/care planning with appropriate resources and tools. 3. Support all practitioners in identifying appropriate, fun, and engaging resources and tools that can be used to deliver 1:1 and group support sessions. 4. Leading with targeted workshops for children and young people consistent with their needs and priorities utilising external expertise, where appropriate. 5. Lead on the development, consultation and delivery of group sports, culture, and arts activities monthly programme.

6. Track and QA handovers ensuring that risks, mood, and incident reporting are accurately captured.
7. Competent in leadership abilities to support in facilitating Statutory Meetings such as CLA Reviews, s47 Strategy discussions, Personal Education Plan Meetings, monthly MISPER meetings, and Placement Stability Meetings.
8. Able to role model crisis management strategies and produce comprehensive Safety Planning Agreements that incorporate multi-agency responses to risk.
9. Ensure that professional ethics and boundaries are demonstrated by all staff and that staff are supported and coached in actively engaging with all young residents.
10. Ensure all staff are working in accordance with Children's Homes Regulations and Ofsted's Quality Standards.

Helping young people express their views, wishes & feelings

1. Strive to gain a positive and empowering relationships with all young residents at Yvonne House, offering natural rapport, respect, genuine empathy, curiosity, and positive regard.
2. Ensure that all young people are enabled to provide feedback about the support and services they receive at Yvonne House.
3. Regularly consult young people, seek their feedback about the quality of care and support at Yvonne House.
4. Ensure all young people have a Safety Plan that's an up-to-date with the dynamic risk factors is co-produced Support Plan and shared – printed, electronically (i.e. hard copy and on their smart phone).
5. Ensure that the home environment is well maintained, homely, clean, hygienic, and personalised to the tastes and interests of the young residents.

Protect young people from harm

1. Ensure that all health and safety measures, monitoring and auditing are in place and robustly managed to ensure safe working practices.
2. Achieve and maintain compliance with local authorities ensuring contract compliance.
3. Support the delivery of Practitioner 1:1 support sessions with young residents are targeted, relevant, and timely.
4. To work collaboratively with the Registered Manager/CEO in completing impact risk assessments prior to new referrals moving in.

Help young people lead healthy lifestyles and achieve the health and well-being outcomes recorded in their plans, take part in and benefit from a variety of sports, culture, and arts activities.

1. Ensure 1:1 support sessions are delivered by Practitioners to enable young people to manage their emotions and feelings.

2. Ensure 1:1 support sessions are delivered by Practitioners to enable young people to manage and build positive relationships; feel connected to a wider group of friends, peers, and responsible adults.
3. Ensure 1:1 support sessions are delivered by Practitioners to encourage interest and engagement in a variety of sports, culture, and arts (SCA) activities that meet their needs and develop their intellectual, physical, and social interests and skills.

Help young people make measurable progress towards achieving their educational potential

1. Embed a culture of high aspirations and ambition for all young people in which they experience positive outcomes.
2. Ensure 1:1 support sessions are delivered by Practitioners to support young people in attending education, training, or employment - including helping them develop independent study skills and complete independent study/homework.
3. Ensure Practitioners maintain regular contact with education and training providers to maximise young people's achievement, attainment, and attendance.

Help young people develop resilience and skills to live independently as an adult

1. Ensure 1:1 support sessions are delivered by Practitioners to help young people develop critical independent living skills including managing money, managing a clean and safe home, cooking, etc.
2. Ensure 1:1 support sessions are delivered by Practitioners to help young people develop an understanding of who they are and a sense of belonging (self-esteem) – including family, diversity, equality, and inclusion (race, culture, religion, disability, sexuality, or gender).

Improving practice and continuing professional development:

1. Lead in team meetings and in-house training sessions, promoting a positive learning culture.
2. Ensure meetings have key notes and SMART actions and that all actions are carried out.
3. Reflect and share your training and development needs and priorities.
4. Seek and promote more innovative ways of doing things.

Delivering value-for-money

1. Ensure effective administration and control of financial budgets and records to comply with YF Policies and Procedures.

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| | <ol style="list-style-type: none">2. Ensure the Sports, Culture and Arts budget (SCA) is used responsibly to best achieve results and value for money.3. Encourage good practice and innovation around waste disposal, recycling, and waste reduction - particularly in relation to energy management (i.e. gas, electricity, water).4. Support the maximisation of income through vacancy management, void turn-around time, and placement stability. |
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Persons Specification for Deputy Team Manager (Yvonne House)	
Experience & Qualifications	<ol style="list-style-type: none"> 1. Level 5 Diploma in Leadership & Management for Residential Childcare or working towards it – we will support you to achieve this. 2. Relevant experience in a Senior Practitioner or Deputy Manager role in a Children’s Home setting.
Knowledge	<ol style="list-style-type: none"> 1. Good working knowledge of Children’s Homes Regulations and Quality Standards. 2. In-depth understanding of the issues, challenges and needs facing young people leaving care and how to meet them. 3. Practical knowledge of tools, techniques and resources that can be used to support young people in areas including: CSE, DV, EET, life and self-care skills. 4. Working knowledge of the emotional impact of frontline work with trauma and its implications. 5. Be able to summarise the contents of key policies required for Children’s Homes.
Skills	<ol style="list-style-type: none"> 1. Monitor admin/paperwork in accordance with policies, procedures, and Ofsted requirements. 2. Be competent in writing risk assessments, care plans and other documents. 3. An ability to organise and prioritise your work, ensuring you manage your own time and plan your workload to meet deadlines and commitments – is essential. 4. Ability to facilitate a culture of self-advocacy and co-production and to have supported children and/or young people to have their voice heard. 5. A champion for Inclusion, Diversity and Equality. 6. A leader, intuitive, creative, flexible, approachable, resilient, able to manage and take care of your own needs. Able to think on your feet. Works with integrity, warmth and always shows consideration for others. 7. Ability to inspire, enthuse and motivate young people, manage difficult conversations, and enable others to do the same. 8. Ability to work flexible hours – including evenings and weekends. 9. A good standard of numeracy and literacy with the ability to effectively communicate via email, Word and Excel and produce written reports.