

Job Description for Registered Manager, Children’s Home (Yvonne House)	
Location	Yvonne House on Wandsworth Road (SW8 4TE) and office on Lambeth Walk (SE11 6EE)
Salary	<p>£49,000 to £53,000 Full Time + On-Call Allowance £2,000 + Pension + Travel</p> <p>35 Days Annual Leave (incl. Bank Holidays); Wellbeing Fund and Line Management Supervision & 1:1 External Therapeutic Support</p> <p>The starting salary is dependent on experience and qualifications.</p>
Hours	<p>Full-time (40hrs pw), 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	Service Manager
Summary of Role	<p>This is a critical role within Young Futures as we seek to achieve registration with Ofsted in autumn 2022.</p> <p>You will have considerable responsibility in leading a Residential 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 (currently aged 16-17) at Yvonne House, helping them to:</p> <ol style="list-style-type: none"> 1. Express their views, wishes and feelings. 2. Be protected from harm. 3. 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. 4. Make measurable progress towards achieving their educational potential. 5. Develop resilience and skills to live independently as an adult.
Core Duties	<p>Leadership & Management</p> <p>Support and supervise Practitioners in fulfilling their duties and ensuring the smooth day-to-day running of the House</p> <ol style="list-style-type: none"> 1. Ensure all Practitioners are provided with an appropriate induction, monthly 1:1 supervision, and appraisal.

2. Take the lead in setting and reviewing performance targets to ensure that work is focused and has clear direction.
3. Track and QA handovers, incident reports and weekly progress and development reports - providing timely, constructive feedback.
4. Promote a culture of continuous professional development for all - where learning activities are closely linked to individual, team, and organisational priorities.
5. Ensure that professional ethics and behaviour are demonstrated by all staff and that staff are supported and coached in actively engaging with all young residents.
6. Support the Service Manager & CEO in achieving registration with Ofsted.
7. 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. Promote the practice of co-production and co-design with all young residents, Practitioners and Therapists within the home and other agencies to meet the needs of all young people.
2. Ensure that all young people are enabled to provide feedback about the support and services they receive at Yvonne House.
3. Ensure all young people have an up-to-date, relevant, and co-produced Support Plan and Safety Plan, and that Practitioners are aware and follow them.
4. Prepare for and attend any review of the young person's plans and to make the young person's views, wishes and feeling known for the purposes of that review, and ensure actions are completed.
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. To be registered with Ofsted as the Registered Manager for the Home as specified in the Children's Homes Regulations and meet the obligations set out in Ofsted's Quality Standards.
2. Carry out the role of Designated Safeguarding Officer.
3. Ensure all aspects of each young person's support and all aspects of the Home have been risk assessed.
4. Ensure that all health and safety measures, monitoring and auditing are in place and robustly managed to ensure safe working practices.
5. Achieve and maintain compliance with local authorities ensuring contract compliance.
6. Ensure the delivery of Practitioner 1:1 support sessions with young residents are targeted, relevant, and timely.
7. To work collaboratively with the Service Manager 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. Reflect and share your training and development needs and priorities.
3. Seek and promote more innovative ways of doing things.

	<p>Delivering value-for-money</p> <ol style="list-style-type: none">1. Ensure effective administration and control of financial budgets and records to comply with YF Policies and Procedures.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 Registered Manager, Children’s Home (Yvonne House)	
Experience & Qualifications	<ol style="list-style-type: none"> 1. At least 3 years’ experience of dealing directly with young people, the public and/or Social Care in a busy service environment. 2. At least 3 years’ experience of managing a team of Practitioners in supporting children and young people. This might include coaching, mentoring, supervising and appraising Practitioners. 3. Ability to identify and address practice and performance issues and the learning and development needs of others. 4. Level 5 Diploma in Leadership & Management for Residential Childcare or working towards or other relevant qualification suitable for this position.
Knowledge	<ol style="list-style-type: none"> 1. Good working knowledge of relevant policy and our key external regulator Ofsted and demonstrate experience to meet the Children’s Home 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. Working knowledge of relevant legislation including Safeguarding, Inclusion, Human Rights, H&S and GDPR.
Skills	<ol style="list-style-type: none"> 1. 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. 2. A champion for Inclusion, Diversity and Equality. 3. 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. 4. The ability to understand issues from other’s viewpoints and build an atmosphere of trust and openness. 5. 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. 6. Ability to inspire, enthuse and motivate young people, manage difficult conversations, and enable others to do the same. 7. Ability to work flexible hours – including evenings and weekends. 8. A good standard of numeracy and literacy with the ability to effectively communicate via email, Word and Excel and produce written reports. 9. If you do not have the Level 5 Diploma you are able to demonstrate the ability to achieve this within the timeframe set in the Children’s Homes Regulations.