Benreay, 10 Dumfries Rd, Lockerbie, DG11 2EF
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Job Profile

Title of Post: **Senior Practitioner**

Responsible To: **House Manager**

Responsible For: **Assisting the House Manager in the Management of the House in compliance with National Standards, Common Thread Procedure, Policy and Practice Guidance.**

Qualifications:

Practice

- **SVQ Social Services (Children and Young People) SCQF Level 9**

Management

- **SVQ Care Services Leadership and Management SCQF Level 10 or**
- **Any award in management that is certificated at or above SCQF Level 8* (min 60 credits) and mapped against the National Occupational Standards: Leadership and Management for Care Services SCQF Level 10**

The qualifications for this post must meet the SSSC registration requirements for a Senior Practitioner.

A part or unqualified Senior Practitioner must become fully qualified within 18 months of starting their post.

Membership of Professional Body: **Scottish Social Services Council**

Key Duties and Responsibilities

Senior Practitioners are at all times responsible for the following;

- To support the House Managers to implement and develop of the aims and objectives of the House in consultation with senior management.
- To work in collaboration with the House Manager
- To create an environment in which individual, physical and emotional needs can be met.
- To be involved in Change-overs and other daily exchanges to ensure the effective management of the service.

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- To have knowledge of and practice within Common Thread Policy, Practice and Procedures, and to support the House Manager in monitoring and appropriately responding to the care teams awareness, understanding and compliance.
- To maintain consistency of practice, based on the implementation of Common Thread Policies.
- To practice at all times in accordance with the Scottish Social Services Council Code of Conduct, and to monitor and appropriately record and respond to the care teams compliance/non-compliance with this issue.
- To ensure good child care is practiced, based on the implementation of Care Plans by staff
- To be a Mentor and coach to the staff and stakeholders
- To co-ordinate the activities of the house on a day to day basis, and to be involved in the long-term planning for, and development of the group.
- To ensure accurate reports and records in all matters relating to stakeholders and property.
- To be responsible for the deployment of staff on day to day basis in the absence of the House Manager.
- To organise and participate in staff meetings, senior staff meetings, and any other appropriate meetings as delegated by the external line manager.
- To undertake management of volunteer befrienders, students and trainees on placement within the House, in consultation with the House Manager.
- To provide regular Support & Supervision for TSW's, volunteer befrienders, students and trainees on placement within the House, in consultation with the House Manager.
- To participate in on call for the organization.
- Completion of the Scottish Social Services Council qualification criteria for professional registration and to support and monitor the care teams compliance with this core requirement.
- To complete mandatory training on SCM – a prescribed approach on managing the behaviour of resident young people, and, to administer the prescribed physical restraint techniques on resident young people when required, and to maintain a record and appropriately respond to the care teams compliance with this mandatory training and ability to administer.
- To undertake any other duties as reasonably requested by the House Manager, or Senior Management Team.
- To manage and operate budgets within the figures and guidelines laid down.
- To monitor ongoing expenditure, and to timeously alert the House Manager if budgets are overspent or present as inadequate.

Key Competencies:

In appropriately and effectively assisting the House Manager, the following competencies are required of this position and will be subject to ongoing monitoring in the staff support and development process:

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Analytical thinking - the ability to understand a situation by breaking it into smaller pieces, to be systematic, to trace cause and effect implications, and to set priorities.

Achieving the task - the ability to organise work through an efficient use of time, appropriately completing the activities and requirements of the post and setting targets and achieving them.

Working relationships - an ability to effectively engage with stakeholders to establish good working relationships with agencies and individuals, and to monitor good practice on this issue within the care team.

Communication skills - Information seeking and interpretation – an ability to elicit information, to clarify, and to respond appropriately in terms of recording and appropriate distribution of the information to relevant agencies.

Service Orientation - To be aware of and practice within Common Thread Policy, Practice and Procedures, and to support the House Manager in monitoring and appropriately responding to the care teams awareness, understanding and compliance.

Team work and co-operation - a commitment to work co-operatively as part of a team at all times, in terms of practice, communication and professional conduct.

Professional Courage - evidence confidence in own judgement and a willingness to appropriately express an independent view point – to appropriately challenge and accept being challenged by colleagues, dealing with critical analysis / comment. To encourage this as a core part of the team's ethos, supporting the development of social care practice.