**Job Title: Advanced Practitioner**

**Location: Dependant on IFA within group**

**Reports to: Registered Manager**

**Accountable to: Regional Director**

**Job Purpose:**

To support the Operations Manager in the overall management of the region in order to develop practice and growth of the fostering service, ensuring a ready supply of safe, caring foster placements that offer protection to a wide range of children and young people.

**Key Stakeholders: Team Managers, Registered Managers,**

**Key Responsibilities:**

1. To provide support to the Operations Manager and deputise in their absence, ensuring   
the Regional Service Manager is fully informed of ongoing issues and significant events.

2. To ensure the National Minimum Standards for Fostering and the Fostering Service Regulations are always adhered to. To work beyond the minimum standards to offer the highest quality foster placements.

3. To produce comprehensive, professional assessments of prospective foster carers.

4. To provide support to the Operations Manager by taking on additional responsibilities and delegated tasks as agreed, e.g. taking a lead role in practice teaching, regular audits, special projects).

5. To take a lead role in coaching and mentoring other social workers, particularly newly appointed SSWs.

6. To build and maintain excellent working relationships with relevant workers and managers in Local authorities for whom we provide a service. To ensure that problem areas and opportunities for development are identified and acted upon.

7. To always promote an environment that supports equality of opportunity and anti-discriminatory practice.

8. To be an excellent advocate for the Agency, promoting a positive image to maintain the excellent reputation we have.

9. To always work within agreed Policies and Procedures, contributing to their annual review and giving feedback on their suitability in practice.

10. To work in close co-operation with the Operations Manager and referrals team to ensure all referrals are dealt with promptly, and where possible matched to the skills of available foster carers, and placements made.

11. To keep up to date with legislative changes and good practice to ensure our practice remains at the cutting edge of family placement whilst ensuring that you remain registered with the HCPC.

12. To ensure all foster carers allocated to you have an annual appraisal leading to a training and development plan.

13. To take personal responsibility for health and safety for self, colleagues and visitors.

14. To take responsibility for ensuring all health and safety recommendations for foster carers are implemented within agreed timescales and ensuring the health and safety of all children with foster carers.

15. To identify the need for risk assessments, particularly in relation to the regulations and standards.

16. To ensure all risk assessments are completed in a timely manner. To monitor their implementation and review them at least annually, or if circumstances warrant, more frequently.

17. To assist in the management and supervision of Administration staff ensuring effective systems are in place.

18. To contribute to the monthly Regional Development report and deputise for the Operations Manager at meetings when required.

**ORGANISATIONAL**

~ Work within the provisions of the Data Protection Act, observing strict confidentiality in relation to all aspects of work undertaken

~ To actively participate in supporting the principles and practice of Equal Opportunities issues in accordance with the organisations policies and to work positively towards anti-discriminatory and anti-racist practice.

~ To undertake any other such duties and responsibilities as may reasonably be required, commensurate with your level of responsibility within the organisation

~ Safeguarding is everybody’s business. The welfare and safeguarding of children and young people should be of paramount consideration, whatever your role or level of responsibility is within the organisation. All employees, panel members, independent workers and volunteers are required to ensure compliance with the company’s guidance and policy on safeguarding and are required to attend Safeguarding training appropriate to their level of responsibility.

**Standard responsibilities:**

There are a number of standard duties and responsibilities that all employees, irrespective of their role and level of seniority within NFG are expected to be familiar with and adhere to:

* Participates in an annual performance review programme.
* Works at all times, in accordance with the policies and procedures of the NFG and statutory regulations applicable to the Group.
* NFG is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all employees to work in accordance with this.
* Undertakes other duties as assigned.

**SPECIAL CONDITIONS**

~ Participation in out of hours on-call rota

~ Travel to other regional offices is required, therefore, the post holder must hold a full driving licence

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| **Job Holder** |  |  |
| Name: | Signed: | Date: |
| **Signed on behalf of the NFG** |  |  |
| Name: | Signed: | Date: |