

Role profile

Job Title:	Child Protection Adviser (CPA)	Grade:	13
Department:	Children and Families	Post no.:	20941
Directorate:	Children and Adult Services	Location:	Various Locations including Greenford, and Perceval House

Role reports to:	Safeguarding Manager
Direct reports:	This is a specialist post with no direct reports
Indirect reports:	This is a specialist post with no direct reports

Job description

Recruitment practices to safeguard and promote the welfare of children and/or vulnerable adults apply to this post in addition to the requirement to obtain a Disclosure and Barring Service (DBS) check.

Purpose of role

- To provide an independent, consistent child protection service to operational teams by offering advice and consultation on child protection and safeguarding matters.
- To chair and manage child protection conferences, complex strategy meetings regarding allegations against professionals/carers or complex child protection issues within Children's Services.
- To provide child protection advice and consultation to key multi agency partners.
- To contribute to the overall development of Children Services within an equalities framework.
- To work with key multi agency networks to promote and improve safeguarding practice.
- To contribute to the quality assurance function of the service.

Key accountabilities

- To act as lead advisors on Child Protection issues within the Council and advise external agencies on child protection practice.
- To chair Child Protection Conferences, complex strategy meetings including allegations against professionals and other complex child protection issues to ensure decision making promotes the welfare and safety of the child within a multi-agency framework.
- To have a clear quality assurance function in reviewing child protection /child care practice and promote high standards to improve practice standards

- Comprehensive knowledge of safeguarding and child protection work.
- To ensure decision making regarding safeguarding is commensurate with Legislation and guidance including Children Act 1989 and 2004, Working Together to Safeguard Children and the London Child Protection Procedures.
- To ensure the participation of parents and children is maximised by ensuring they have sufficient information and support to enable effective participation and promote partnership.
- To promote effective multi agency participation and working to safeguard children and promote their welfare to ensure improved outcomes.
- To chair complex/allegations against professionals' meetings ensuring children are safeguarded and ensure required records are kept in line with DoE returns/performance information.
- To ensure the councils equals opportunity policies are implemented in all aspects of service delivery and employment practices.
- To participate in the Child Protection and Safeguarding Team Service Plan in raising standards and improving service delivery
- To undertake audits of children subject to Child Protection plans as and when required.
- To ensure required electronic recording is up to date and produced within required timescales.
- To contribute to Child Protection and Safeguarding training and deliver training and professional practice forums as and when required.
- To deputise for the Safeguarding, Review & Quality Assurance Manager as required
- To ensure complaints are dealt with in accordance with department policies and timescales.
- Any other duties as required.

Key performance indicators

- Conferences and strategy meetings are held within required timescales.
- Monitor and review children made subject to plans on a second occasion.
- Proactive oversight of CP Plans to ensure timely and proportionate interventions and escalations.
- Promote the participation and collaborative contributions of parents/children/cares in conferences and multiagency meetings.

Key relationships (internal and external)

- Head of Safeguarding, Review and Quality Assurance
- Service Manager of Safeguarding, Review and Quality Assurance
- Team Managers, Social Workers and Heads of Service
- Partners
- Ealing Safeguarding Children Partnership Board (ESCP)

Authority level

- Quality Assurance function in providing overview of practice and feeding into strategic priorities for improvement in standards.

- Lead role on Child Protection practice and decision making with independence from line management of casework to promote safeguarding.
- Quality Assurance function and independence promotes safeguarding and improvement of practice and outcomes.

Person specification

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Essential knowledge, skills and abilities

1. Previous deputy manager or manager level experience managing complex childcare casework.
2. Knowledge and ability to chair complex meetings involving safeguarding issues.
3. Decision making and analytical skills.
4. Skills and ability to manage risk and risk assessment.
5. Knowledge and awareness of the implementing a quality assurance framework and improving safeguarding practice.
6. Working as part of a team and to key department priorities.
7. Knowledge of and skills in working with different parts and levels of the organisation in prompting safeguarding.
8. Ability to fulfil all spoken aspects of the role with confidence through the medium of English.

Essential qualification(s) and experience

1. Social Work qualification.
2. Substantial experience of Child Protection work and child care practice.
3. Experience of formulating intervention plans to promote children's safety and reduce risk and improve outcomes.
4. Experience of working in multi-agency networks, influencing practice and developing the service.
5. Experience of delivering training and forums regarding safeguarding and child protection matters.
6. Experience of analysing data/ management information and carrying out audits to inform practice development and strategic priorities.
7. Experience of working with customers/children to ensure partnership and participation is maximised.

Values and behaviours

Improved life for residents	Trustworthy	Collaborative	Innovative	Accountable
<ul style="list-style-type: none"> • Is passionate about making Ealing a better place • Can see and appreciate things from a resident point of view • Understands what people want and need • Encourages change to tackle underlying causes or issues 	<ul style="list-style-type: none"> • Does what they say they'll do on time • Is open and honest • Treats all people fairly 	<ul style="list-style-type: none"> • Ambitious and confident in leading partnerships • Offers to share knowledge and ideas • Challenges constructively and respectfully listens to feedback • Overcomes barriers to develop our outcomes for residents 	<ul style="list-style-type: none"> • Tries out ways to do things better, faster and for less cost • Brings in ideas from outside to improve performance • Takes calculated risks to improve outcomes • Learns from mistakes and failures 	<ul style="list-style-type: none"> • Encourages all stakeholders to participate in decision making • Makes things happen • Acts on feedback to improve performance • Works to high standards