



Job Description

Job Title:	Programme Leader for Family Work
Reporting to:	RCL with National Responsibility for Parenting work
Location:	175 St John Street, London or Homebased
Period:	Fixed Term 18 months
Salary:	In London 40K/ Outside M25 38K

Place2Be is the leading children's mental health charity providing in-school support and expert professional development to improve the emotional wellbeing of children and young people, families, teachers and school staff.

Place2Be provides children's mental health services in over 600 primary and secondary schools, reaching a total school population of over 350,000 pupils.

Our teams provide a range of services in our partner schools to build resilience early in life through counselling, creative work and play and support a child's ability to engage in school life. Our work, focused on early intervention, is part of the 'comprehensive CAMHS system'.

Through our professional development programme, we are training c1200 Counsellors on Placement each year who build their mental health and counselling skills and experience through practice in our partner schools. We also provide a range of professional development programmes on mental health and wellbeing for school leaders, teachers and other professionals who work with children and young people, so we can help to build 'mentally healthy' schools and communities where all children can thrive and flourish.

We continue to pilot, trial and explore new ways in which we can develop our practice as well as share learning, expertise and findings from the robust evidence and evaluation we gather. HRH The Duchess of Cambridge is our Royal Patron and Place2Be is one of the founding charity partners of Heads Together. We also work collaboratively with a range of charities and expert organisations to leverage best-in-class knowledge and expertise to inform, develop and improve outcomes for the children, families and schools we support.

We ask our staff team to share our core values of perseverance, integrity, compassion and creativity, and to have the skills and patience to support some of the UK's most vulnerable children and families.

Overall Purpose:

The post holder will have responsibility for leadership of all training and digital aspects of the Parenting Programme which includes, though is not limited to:

- The Parenting App
- The Parenting Course
- PIPT Training and supervision
- Induction and CPD training for the Family Practitioners

This will involve curriculum development, programme delivery, delegate learning, analysing and evaluating outcome data and the enhancement of clinical and quality standards. You will be contributing to the development and delivery of an outstanding parenting service across the organisation and UK..

The post-holder will be part of the Senior Clinical Team, comprising Regional Clinical Leads and Educational Psychologist along with the Clinical Director. They will report to the RCL with national responsibility for parenting work and ensure that their programme(s) is/are consistently quality assured through development, evaluation, delivery and supervision.

ACCOUNTABILITY

Responsible to: Regional Clinical Lead (with National Responsibility for Parenting work)

MAIN DUTIES AND RESPONSIBILITIES

1. Programme Leadership

- Lead on the development, organisation and day to day management of the digital parenting and PIPT programmes, ensuring their relevance, currency, coherence, attractiveness and distinctiveness
- Contribute to new programme development as appropriate and ensure it reflects up-to-date practice in Place2Be Partner schools along with best practice in the wider field
- Lead on the assurance and enhancement of clinical outcomes and quality standards across the programme(s)
- Co-ordinate programme staffing, supervising, supporting and mentoring of Family Practitioners.
- Effectively manage and build PIPT trainer capacity and expertise so that Place2Be builds a team of skilled trainers to deliver the programme in regional locations around the UK
- Lead or support sessions at seminars and conferences, where the work of Place2Be is presented

2. Programme Delivery

- Work closely with the Regional Clinical Lead and Project Manager to ensure the smooth day to day running of the programme(s) in line with the annual budget and departmental plan
- Hold accountability for the Place2Be budget in your programme area with a sound understanding of income and expenditure
- Work closely with the Learning and Development Team to ensure CPD programmes are all fully scheduled, staffed well in advance and running to capacity
- Undertake some programme delivery; delivering training sessions and one-to-one/group supervision as required

3. Quality Assurance, Evaluation and Impact

- Ensure that the programme materials and resources are accurate and up-to-date
- Evaluate and review the programme(s) and their effectiveness through analysis of data
- Help Trainers and Practitioners teaching on the programme to reflect critically on their own practice, delivering train-the-trainers sessions as appropriate; assist trainers to identify, adapt and share good practice, thereby improving quality.
- Work with other Programme Leaders to deliver regular train-the-trainer sessions for new/potential trainers

4. Marketing, Communications and Fundraising

- Support the Communications and Marketing Department as well as the Project Manager with marketing and promotion of the programme(s)
- Provide information, content and support as appropriate to the Communications and Marketing as well as the Fundraising teams to enable programme promotion as well as applications and reporting to funders

5. Research and Evaluation

- Work closely with the Research and Evaluation Team to evolve evaluation plans for each aspect of the programme
- Analyse usage and outcomes data to shape and improve all components of the programme
- Report on findings to the rest of the organisation

6. General

- Keep abreast of new initiatives and developments in the field of child development, emotional wellbeing and parenting and advise Regional Clinical Lead of any relevant new developments which may be incorporated into Place2Be's programme
- Hold a sound understanding and awareness of Place2Be's equal opportunities policy and a personal commitment to equality of opportunity and anti – discriminatory practice in service delivery
- Participate fully in regular team meetings, contributing to the development of Place2Be and our practice

7. Diversity and Inclusion

- A dedicated commitment to diversity and inclusion and equality of opportunity

Flexibility

The job description is a general outline of the job duties and responsibilities and may be amended as Place2Be develops. The post-holder will be required to undertake other duties as may be reasonably required from time to time.



Person Specification

The person specification outlines the main criteria for the post and short listing will be based on the following criteria. Please ensure that your supporting statement clearly shows how you meet the criteria using experience gained either in paid or voluntary work.

Criteria	<u>Criteria</u> E= Essential D= Desirable	<u>Measured by</u> A=Application I=interview
<u>Qualifications</u>		
1. Holds a recognised clinical qualification in family interventions/counselling/Childhood Development/Clinical Psychology/Social Work	E	A
2. Holds a recognised membership of a relevant professional body (BACP/UKCP/NCS/BPS – BASW (British Association for Social Workers)/AFT (Association for Family Practice and Systemic Practice)	E	A
<u>Experience</u>		
3. Post qualified experience in a senior clinical role working with children, young people, families and schools	E	A/I
4. Experience of delivering Personalised Individual Parenting Training (PIPT) or other similar family/parenting orientated therapy	E	A
5. A clear understanding of child protection policy and procedures and commitment to safeguarding of children and vulnerable adults	E	I

6. Experience of delivering targeted group work to parents/carers	E	I
7. Demonstrates a clear understanding of the needs of service users and stakeholders and range of service provision offered to support them across Place2Be	E	A
8. Demonstrates understanding of a range of therapeutic models	D	I
9. Experience of using Assessment Framework and Formulation to identify most appropriate intervention and improve outcomes	E	A/I
10. In depth knowledge of childhood development and a systemic family approach.	E	A/I
11. Experience of setting appropriate professional boundaries with families	E	A
<u>Skills and Behaviours</u>		
12. Takes an active approach to self-development and shows a commitment to continuous professional learning	E	A/I
13. Understanding and awareness of Place2Be's equal opportunities policy and a personal commitment to equality of opportunity and anti – discriminatory practice in service delivery	E	I
<u>Safeguarding</u>		
14. Pro-active in reporting safeguarding issues and concerns with regards to children and vulnerable adults, to school and line management, in accordance with Place2Be policy	E	I
15. Continues to keep up to date with safeguarding policy and developments	E	A
<u>Line Management and Clinical Supervision</u>		
16. Ability to manage workload and conflicting demands.	E	I
17. Is able to evidence continual improvements to the quality of service provision in all areas	E	I
18. Experience of delivering clinical supervision to those offering parenting advice, training or therapy	D	A
<u>Relationships (Internal and External)</u>		

19. Builds relationships through effective communication with all stakeholders within the school community and wider Place2Be team	E	I
20. Demonstrates a clear understanding of the needs of service users and stakeholders and how Place2Be services can support these needs and resolve problems as they arise	E	I
21. Shows passion for Place2Be's vision, mission and values and understands how these underpin its work	E	A/I
22. Takes account of different cultural styles and values when working with colleagues and external stakeholders	E	A/I
23. Understanding the role of pastoral leads in schools to work collaboratively share updates from all interventions appropriately	D	I
<u>Reporting and Evaluation</u>		
24. Experience of evolving evaluation plans and analysing data to improve clinical practice	E	I
25. Gathers and evaluates an appropriate range of data to support the clinical delivery of intervention	E	I
26. Demonstrates an ability to use data and analysis to produce useful reports on a regular and ad hoc basis	E	A/I
<u>Communications</u>		
27. Communicates effectively and appropriately with Line Manager, particularly highlighting any concerns or issues that require resolution	E	I
28. Actively participates in team meetings	E	I
29. Is experienced in developing and delivering parenting training both online and face to face	D	I
30. Considers the needs of the audience and pitches communications and training at an appropriate level	E	I
31. Demonstrates accuracy in all communications	E	A/I
32. Shares information, good practice and skills with their team and wider organisation when required	E	I
33. Seeks to develop relationships with all staff in order to develop wider knowledge and understanding of all Place2Be departments	E	A/I
34. Excellent presentation skills	E	I

<u>IT</u>		
35. Demonstrates competency in using Microsoft Office, Video conferencing software, data and case management systems and Internet	E	A/I
<u>Diversity and Inclusion</u>		
36. A commitment and understanding to equality, diversity and inclusion	E	A/I