Practice Evaluation Officer
£25,694 - £32,164
Margaret Street, Birmingham

Working 36.5 hours. The Practice Evaluation officer has a crucial role in the development and day to day implementation of the city wide social work Practice evaluation (Quality Assurance) framework.

Quality Assurance involves all activity that contributes to service improvement by checking that agreed standards are being met and areas for improvement are identified so that action can be taken to improve the service that children and families in Birmingham receive from the social work teams and other services involved in their lives.

The Practice Evaluation officer will have a background in social work. The role will involve specific responsibility for seeking multi agency feedback, analysis of practice themes and, the production of a Learning Bulletin.

Interviews are likely to take place on Thursday 13 March 2017

Any informal enquires please call Lisa Gunstone on 07980672413

Ref: PE0822017

Closing Date: 24 February 2017

A Disclosure and Barring Service (DBS) check will be undertaken

“Right to work in the UK documentation will be fully checked for all applicants. All non UK and non EU applicants are required to apply for a Certificate of Sponsorship from Birmingham City Council and must be approved by the UK Border Agency (UKBA) before any employment offer can be confirmed.”
JOB DESCRIPTION

JOB TITLE: Practice Evaluation Officer

GRADE: 4

DIVISION: Children’s Social Care

NO OF POSTS: 1

SECTION: Practice Evaluation Service

POST REQUIRES POLICE / CRIMINAL RECORDS BUREAU CLEARANCE: YES

1.0 JOB PURPOSE

1.1 To contribute to the analysis of practice evaluation and contribute to the improvement of social work practice across the City of Birmingham

1.2 The scope of the role relates to all Birmingham City Council’s social work services within the city

1.3 You will work together with Practice Evaluation Manager and the Chief Social Work Officer’s team to quality assure and improve local social work practice in Children’s Services

1.4 Contribute to the development of the Practice Evaluation Service taking particular responsibility for thematic analysis including collation and reflection of feedback from multi agency professionals, service users, social workers and Managers

1.5 Contribute to improving systems and processes that support evaluation of local social work practice. To work within and embed a robust system of quality assurance to improve practice standards and disseminate learning thereby improving outcomes for children, young people and their families

2.0 DUTIES AND RESPONSIBILITIES

2.1 To work closely with the Practice Evaluation Manager and Practice Evaluation Officer to ensure that monthly evaluations of practice are completed across Children’s services

2.2 To develop systems maximising the volume of Practice evaluations achieved and, for the collation of and quality thematic analysis of social work practice.
2.3 To undertake thematic analysis of social work practice including collation and reflection of feedback from multi agency professionals, service users, Social Workers and Managers

2.4 To take the lead in co-ordinating quarterly bulletin’s for Social Work staff which provides feedback on practice evaluation key themes and learning

2.5 To complete evaluations of social work practice.

2.6 To co-ordinate and undertake interviews with families to ascertain detailed information about their experience of social care services.

2.6 To support the Practice Evaluation Manager in co-ordinating multi-agency evaluation and learning

2.7 To support the Practice Manager in developing and embedding practice evaluation tools that will support thematic evaluation of specialist areas of Children’s services

2.8 To support the Practice Evaluation Manager in compiling reports on social work performance for a wide range of audiences including Senior Managers, Social Work staff, children and families

2.9 To demonstrate responsibility for values and standards, including relevant National Standards, and work within a clear statement of practice expectations of social workers

3.0 KEY COMPETANCIES & APPROACH

3.1 Organisation & People Leadership: Promote a culture that supports social work staff to work towards achieving the improvement plan and the achievement of high standards and performance. Model the Council’s core values of Belief, Excellence, Success and Trust, personally role modelling behaviours for organisational achievement

3.2 Quality and Service Delivery: promote a cohesive working culture across Children’s services on continuous improvement, high service standards, children focus and good social work practice

3.3 Organisational Culture: contribute to an organisational culture that promotes equality of opportunity, celebrates the strength of diversity, and inspires a sense of purpose and ownership of the Children's Services Improvement Plan. Contribute to positive responses to an ever-changing local government environment, the relentless search for excellence by the council’s leadership, and to meet the needs and expectations of the citizens of Birmingham

3.4 Valuing Diversity: through personal example, open commitment and clear action, value and celebrate the rich diversity of all the City’s communities,
building upon the Council’s positive approach to equalities and contribute towards this being reflected by the Practice Evaluation service.

OBSERVANCE OF THE CITY COUNCIL’S EQUAL OPPORTUNITIES POLICY WILL BE REQUIRED

4.0 SUPERVISION RECEIVED

4.1 SUPERVISING OFFICER JOB TITLE: Practice Evaluation Manager

   JOB NO: 70344062

4.2 LEVEL OF SUPERVISION

1. Plan own work to ensure the meeting of defined objectives

2. Monthly formal supervision provided in addition to ad-hoc informal supervision as required

5.0 SPECIAL CONDITIONS

5.1 This vacancy is exempt from the Rehabilitation of Offenders Act

5.2 A Disclosure and Barring Service check will be undertaken.
Person Specification

Post: Practice Evaluation Officer  Grade: 4

Division: Children’s Social Care  Section: Practice Evaluation Service

Directorate: People

Method of Assessment (M.O.A.) A.F. = Application Form; I = Interview; T. = Test or Exercise; C. = Certificate; P. = Presentation

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<td>Education/Qualifications</td>
<td>• Relevant professional qualification e.g. DipSW, including registration with the HCPC as a Qualified Social Worker</td>
<td>AF &amp; C</td>
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<td>• Evidence of participating in continuous professional development such as successful completion of Assessed and Supported Year in Social work practice or PQ Award in Social Work.</td>
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### Experience
(Relevant work and other experience)

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<th>Proven track record of good social work practice.</th>
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<td>Detailed knowledge of the corporate and national policy agenda for Children's services and ability to use theoretical, practical and procedural knowledge to improve practice and outcomes</td>
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<td>A successful track record of working with partners and other key stakeholders both internally and externally to achieve demonstrable outcomes.</td>
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<td>Evidence of commitment to a culture of continuous improvement.</td>
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<td>Achievement of equal opportunities in both employment and service delivery within a large and complex organisation and a demonstration of personal leadership in the value of diversity</td>
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### Skills & Ability
e.g. written communication skills, dealing with the public etc.

<p>| | Ability to be visible and supportive, empowering, enabling, motivating and developing the workforce and fostering a positive collaborative organisational culture |
| | Leadership, partnership, negotiating and presentation skills that are persuasive and influential with others |
| | Strong analytical skills, knowledge and understanding of the legislative framework within Children's Social Care and issues relevant to service responsibilities |
| | A personal commitment to using customer insight to improve social work practice |
| | Significant experience and understanding of early help, child in need, child protection and children in care throughout the child’s journey and including Public Law Outline, Fostering, Adoption and Leaving Care |
| | Interest in implementing and embedding quality assurance mechanisms in practice and enhancing outcomes for children, young people and their families |
| | Ability to use and work with partners in the council IT services to maximise the potential for intelligent collection of quantitative and qualitative data |</p>
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<td>- Ability to design interesting and creative bulletins for staff</td>
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<td>- Ability to use and utilise excel spreadsheets and similar databases.</td>
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<td>- An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by Part 7 of the Immigration Act 2016</td>
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All staff are expected to **understand** and be **committed** to Equal Opportunities in employment and service delivery.