Children, Young People & Families

Job Description

Post: Team Lead

Salary/Grade: Leadership Spine L13 – 17 (STPC)

Division: Children & Young People

Section: Sensory Support - Access to Education

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**Job Purpose**

- To provide clear direction and vision for Sensory Support
- To work with families, schools, settings and colleges to build their capacity and secure improved educational engagement and attainment for hearing impaired (HI) and visually impaired (VI) pupils
- To build partnerships with and between special provision for children with VI and HI, mainstream schools and colleges, statutory agencies, voluntary and community sectors to focus joint resources on improving services and outcomes for children.
- To work strategically across the city to improve outcomes for children, young people with sensory impairment
- To lead and manage Sensory Support; to be clear on priorities and manage them effectively
- To develop a strategic business plan of the service
- To deliver the service areas mission and vision to benefit and reflect the aspirations of stakeholders and ensure they are achievable through planned programmes of activity

**Duties & Responsibilities**

- To ensure service areas have a relentless focus on child protection
- To ensure the service has a culture of self-improvement
- To lead and drive performance management
- To set clear measurable and achievable goals for the service
- To ensure the quality of the service provided is monitored
- To champion and challenge service delivery
- To build capacity and manage risk
- To ensure compliance with legal, regulatory and ethical requirements
- To promote equality of opportunity, diversity and inclusion in the service area
- Commitment to developing people
- To provide clear leadership, vision and direction in relation to safeguarding principles
- To actively promote and champion a culture of continuous learning and professional development
- To manage financial resources and develop a commissioning base with Birmingham schools, settings and colleges
- To ensure effective and sustainable partnership collaboration with BCC and external partners.
- To manage all aspects of customer care

**Performance Measures**

- Ensure delivery against the identified directorate priorities
- Creation of culture and inter agency working to create a child central approach
- Clarity of vision which is shared in your service
- Improve organisational performance
- Raise attainment and improve pupil progress pupils with sensory impairment

- Commission and deliver services and interventions that are evidence based and proven to work
- Improve the quality of teaching across Birmingham schools for pupils with sensory impairment

**Tasks**
- To manage and increase the effectiveness of the work of Sensory Support in homes, schools, settings and colleges.
- To effectively manage the allocated budget for your area of responsibility
- To put the strategic business plan into action
- To provide leadership in your area of responsibility
- To build and manage effective teams
- To build and sustain collaborative relationships with other organisations and manage quality systems
- To manage business process and related relationships such as procurement
- To utilise and manage HR processes and procedures as appropriate
- To effectively manage resources; matching demand
- To use all recording systems as procedures require
- To identify learning needs of self and your managers, develop and implement effective learning solutions.
- To work collaboratively and in partnership with stakeholders and community organisations
- To monitor the quality of work and progress of work in your area of responsibility, addressing matters/issues as needed.
- To lead and build a culture of inclusion across the city.

**Supervision Received**

**Supervising Officer Job Title**  Head of Access to Education  
**Level of Supervision**

1. Regularly supervised with work checked by supervisor or
2. Left to work within established guidelines subject to scrutiny by supervisor or
3. Plan own work to ensure the meeting of defined objectives.

**Supervision Given** (excludes those who are indirectly supervised i.e. through others).

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<thead>
<tr>
<th>Post Title</th>
<th>Grade</th>
<th>No. of Posts</th>
<th>Level of Supervision</th>
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<tbody>
<tr>
<td>Teacher</td>
<td>Main- scale &amp; UPS</td>
<td>6 - 9</td>
<td>3</td>
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**Special Conditions**
- The above responsibilities are in accordance with the requirements of School Teachers Pay and Conditions and subsequent orders in terms of duties and working time, work/life balance; any
local agreements; LA circulars and guidelines giving interpretations of teachers’ conditions of service.

- Individuals have a responsibility for promoting and safeguarding the welfare of children and young people he/she is responsible for or comes into contact with.
- This post is exempt from the Rehabilitation of Offenders Act.
- An enhanced check will be undertaken with Disclosure and Barring Service (DBS)

Birmingham City Council is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this.

Observance of the City Council’s Equal Opportunities Policy will be required.
Person Specification

**Post:** Team Lead
**Grade:** Leadership Spine L13-17
**Division:** Education

**Section:** Sensory Support - Access to Education

**Directorate:** Children & Young People

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

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<th>CRITERIA</th>
<th>ESSENTIAL</th>
<th>M.O.A.</th>
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<tbody>
<tr>
<td><strong>Experience</strong> (Relevant work and other experience)</td>
<td>Relevant experience of leadership and working strategically in order to improve outcomes for CYP with sensory impairment. Successful experience of managing staff performance; demonstrating ability to develop teaching staff and teaching assistants to become the best they can be and ability to challenge staff. Experience of developing partnerships across education and other agencies.</td>
<td>AF/I</td>
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<td><strong>Skills &amp; Ability</strong> e.g. written communication skills, dealing with the public etc.</td>
<td>Commitment to improving outcomes, raising children’s achievement, promoting inclusive practice. Experience of working collaboratively and effectively with parents, schools/settings, colleges and other agencies. Ability to represent an organisation at a strategic level. Excellent interpersonal skills and ability to negotiate effectively. High level of verbal and written communication skills. Reflective approach to monitoring and evaluating own practice, and willing to adapt/develop practice. Active in identifying and seeking to meet own leadership development needs. Able to speak an appropriate standard of spoken English as covered by Part 7 of the Immigration Act (2016).</td>
<td>AF/I</td>
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<td><strong>Training</strong></td>
<td>Evidence of recent, relevant CPD including current SEN issues</td>
<td>AF/I</td>
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<td><strong>Other</strong></td>
<td>Able to provide evidence of an understanding and commitment to Equal Opportunities and inclusion for children, families and staff. Birmingham City Council is committed to Safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.</td>
<td>AF/I</td>
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<tr>
<td><strong>Education/Qualifications</strong></td>
<td><strong>Essential</strong> Qualified Teacher Status, including a Mandatory Qualification in Teaching HI /VI children and young people.</td>
<td>C</td>
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Obervance of the **City Council’s Equal Opportunities Policy** will be required.