

ADOPTION ASSESSMENT TEAM MANAGER

Person Specification

The following are essential criteria which you must demonstrate to be considered for this role and should be detailed in your application and any supporting documentation

Qualifications & Experience

- A professional social work qualification and HCPC registration including evidence of CPD
- Hold a management qualification at NVQ LEVEL 4 or equivalent, or above, or have the skills, experience and commitment to undertake such training on appointment
- Have at least 5 years' experience in child social care and adoption work
- Two years' experience of managing social workers or holding management responsibilities including, supervising, coaching, and/or mentoring staff
- Experience of working with other organisations and regulatory bodies to achieve successful outcomes.

Special working conditions

- A willingness to work flexibly including the occasional need to work evenings and "non-working" days

Skills & Knowledge

- An ability to deal with and analyse complex information
- A good knowledge and understanding of current child care and adoption legislation, regulations and adoption inspection frameworks. This should include, at a minimum, basic knowledge of legislation, regulation and guidance pertaining to intercountry adoption;
- Knowledge of relevant research outcomes and practice issues;
A good knowledge and understanding of Adoption Panel procedures

The Intercountry Regional Adoption Agency working in partnership with



- Sound professional understanding of:
 - Safeguarding Children
 - Assessment skills
 - Confidentiality/data protection
 - Quality Customer Service and Service Delivery
- Excellent oral and writing communication skills
- Effective use of IT software packages including the use of all Microsoft office tools, email systems and the internet

Behaviours

- Adaptable and flexible problem-solving approach
- Ability to work collaboratively within a small management team
- Ability to command respect through professional knowledge and interpersonal skills
- Sets high professional quality and integrity standards for oneself and others
- Respectful of others' knowledge, experience, or position
- Commitment to adhering to equal opportunities and maintaining a focus on diversity issues
- Has an international perspective
- Open to new ways of working, to think creatively and to innovate;
- Takes a continuous learning approach to work and life
- Has a sense of humour.

Desirable Criteria

- Possession of a driving licence and access to a car when required which is insured for work purposes
- Spoken and written competency/fluency in languages other than English, e.g. Asian, Russian or Kazakhstan would be an advantage.

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