

## Practice Lead, National Leaving Care Benchmarking Forum

### Job Description and Personal Specification

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| <b>Role:</b>               | Practice Lead, National Leaving Care Benchmarking Forum |
| <b>Place of work:</b>      | Homebased, with regular national travel                 |
| <b>Hours of work:</b>      | Full time, 37 hours / week                              |
| <b>Salary/Grade</b>        | C22 Operations Team Leader                              |
| <b>Reports to:</b>         | NLCBF Manager                                           |
| <b>Level of screening:</b> | Enhanced DBS                                            |

### Who we are

Catch22 exists to help build a society where everyone has a good place to live, good people around them, and a fulfilling purpose. We call these our '3Ps'.

We achieve this in two ways. First we improve lives on the frontline through delivery of public services. Secondly, we use our knowledge to change 'the system', to fix the complex web that can trap and disempower those it was set up to help. With the heart of a charity and the mindset of a business, we are uniquely placed to deliver on this challenging agenda.

### Where you fit in

#### National Leaving Care Benchmarking Forum (NLCBF)

NLCBF is made up of over 130 local authority leaving care teams and aims to improve services and support for care experienced young people. At the heart of our work is our Young People's Benchmarking Forum – ensuring that the voices and priorities of care experienced young people shape our work.

NLCBF's main activities include running 9 hybrid events each year for leaving care professionals and care experienced young people; facilitating online events and workshops throughout the year and working to influence policy and decision makers in government and other public bodies.

The NLCBF team is made up of a core team of six people, eight sessional workers and a wider group of 'Champions' who are care experienced volunteers.

#### Role of the Practice Lead

The purpose of the Practice Lead role is to ensure that the National Leaving Care Benchmarking Forum remains up to date with the latest legislative, policy and guidance developments in leaving care,

and stays at the forefront of best practice. The post holder will utilise this knowledge to share information, develop products and tools for members, and to deliver training, consultancy work and events to members, in order to achieve our aim of improving outcomes for young people leaving care..

The post holder will:

- Remain at the forefront of best practice and key trends in the leaving care sector.
- Work with the other Practice Lead and the NLCBF Manager to develop the policy and practice focus to support NLCBF members, leading on a number of topic areas.
- Support the running of engaging events for NLCBF member local authorities for sharing best practice, national updates and for networking.
- Work closely with the Co-production and Engagement Lead to ensure the voices of care experienced young people are shared throughout the work of NLCBF
- Actively research and develop a network of experts in the leaving care sector, fostering and maintaining these relationships so they can contribute towards achieving outcomes for the Forum.
- Actively engage with local authority members and non-members to understand their key successes and challenges, and develop strong relationships.
- Support the management of the day to day business of the NLCBF and work closely with the NLCBF Manager to ensure this provides value for money for members and makes the best use of resources.
- Provide expertise to NLCBF members, relevant Catch22 services and wider Catch22 staff and partners on practice issues and solutions for supporting young people leaving care.

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### **Main Duties & Accountabilities**

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- Have an oversight of leaving care practice nationally, and specifically within member local authorities.
- Develop and deliver training and consultancy to practitioners & team managers on a range of issues for the NLCBF.
- Provide information and guidance to NLCBF members about developments in policy and practice relating to young people leaving care.
- Contribute to the planning, organisation and evaluation of NLCBF events, training and activities, and facilitate events for members.
- Attend NLCBF and external events, training and conferences to represent NLCBF.
- Work with members in groups or individually to support them in benchmarking their services and develop policies and improve practice.
- Liaise with members to identify and share areas of good policy and practice development.
- Actively build networks and develop strong relationships with local authority members and relevant wider stakeholders, creating links and pursuing practice development or speaker opportunities.

- Support and work with the Stakeholder Group, Steering Group and NLCBF Manager to maintain effective relationships with government and other key stakeholders.
- Support the work of the Young People's Benchmarking Forum with the Co-production and Engagement Lead.
- Contribute to the monitoring and evaluation of the NLCBF.
- Produce information about the work of the NLCBF on Catch22's website and social media.
- Work with the NLCBF team and other staff to actively identify and develop income generation opportunities.
- Work collaboratively with Catch22 staff to support the development of research, products and bids to benefit the Forum and support development of wider Catch22 relevant services.
- Work collaboratively with Catch22 staff in developing and sharing best practice in helping young people achieve positive outcomes.
- Produce appropriate reports, management information and other communication materials as required.

#### **What does good look like for this role?**

- Passionate about young people and committed to ensuring that care leaver outcomes improve nationally.
- Practice Lead develops and lead events, workshops and training & develops resources that meet the needs of NLCBF member local authorities.
- The Practice Lead builds good relationships with partner organisations and other public bodies that support young people leaving care, creating opportunities for improving support.
- To attend relevant training courses and networking sessions as agreed with the line manager.
- To undertake any other duties which can be reasonably expected of you within the level of your job.
- Catch22 vision and values are embedded.
- To be familiar with, and follow all Catch22 policies and procedure..
- To act as an ambassador for Catch22, upholding and promoting our corporate values.
- This post will travel across the UK and occasionally abroad including overnight stays.

#### **Organisational Relationships**

This Practice Lead post will work closely with the current part-time NLCBF Practice Lead. They will report to the NLCBF Manager.

They will work closely with the whole NLCBF team and with other key stakeholders including:

- NLCBF Steering Group & Stakeholder Group
- YPBMF Champions and Legends
- Local authority staff (participation workers, service managers, directors)
- External organisations (national and local government, voluntary sector, private sector)
- Catch22 delivery and support services

| NLCBF Practice Lead: Person Specification |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                            |                           |
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| COMPETENCY                                | ESSENTIAL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | DESIRABLE                                                                                                                                                                                                                                                                                                                                                                                                                                  | ASSESSMENT                |
| QUALIFICATIONS                            | <ul style="list-style-type: none"> <li>• Qualified social worker</li> <li>• Educated to degree level (or equivalent qualification) or relevant experience.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                            | Application               |
| KNOWLEDGE/<br>EXPERIENCE                  | <ul style="list-style-type: none"> <li>• Experience of managing and/or delivering leaving care services.</li> <li>• Experience of informing practice development in organisations.</li> <li>• Experience of managing projects and budgets for vulnerable young people within social care services.</li> <li>• Experience of producing comprehensive briefings, support materials etc to promote key issues.</li> <li>• Experience of building relationships with a wide range of stakeholders including local authority services and partner agencies.</li> <li>• Detailed knowledge of legislation and governmental policy in relation to care leavers.</li> <li>• Knowledge of the requirements upon local authorities in the delivery of high quality leaving care services.</li> <li>• Knowledge of key operational practice issues and barriers and how to overcome them.</li> <li>• Knowledge of Ofsted's separate judgement for care leavers</li> </ul> | <ul style="list-style-type: none"> <li>• Experience of supporting young people to effectively participate in strategic and service planning.</li> <li>• Experience of designing and running training for staff groups to improve practice – in person and online</li> <li>• Experience of working in or for a network concerned with improvement and sharing learning.</li> <li>• Experience of events, branding and marketing.</li> </ul> | Application and interview |
| SKILLS &<br>ABILITIES                     | <ul style="list-style-type: none"> <li>• Ability to build good rapport and relationships with a range of stakeholders including young people, internal teams, external partners and senior staff in other agencies.</li> <li>• Ability to speak confidently and deliver presentations to a range of stakeholders.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>• Ability to plan and deliver high quality large-scale events and training.</li> </ul>                                                                                                                                                                                                                                                                                                              | Application and interview |

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|              | <ul style="list-style-type: none"> <li>• Ability to deal with complex issues and problems for which there are no obvious or prescribed solution, by offering new approaches and professional judgement.</li> <li>• A high level of written and oral communication skills.</li> <li>• Ability to work under pressure and manage multiple priorities.</li> <li>• Experience of chairing meetings – online and in person</li> <li>• A proactive approach and an ability to problem solve and work under own initiative.</li> <li>• Ability to prioritise and manage own workload and work to deadlines.</li> <li>• Good working knowledge of Microsoft Office packages and good digital and social media skills.</li> </ul> |                 |           |
| <b>OTHER</b> | <ul style="list-style-type: none"> <li>• A passion for achieving positive outcomes for young people.</li> <li>• Commitment to the organisation and to their own personal and professional development.</li> <li>• Commitment to diversity and implementing equal opportunities and anti-discriminatory practice.</li> <li>• Creative, flexible and able to work well with others in a home-based team.</li> <li>• Ability to travel across UK and abroad including overnight stays.</li> </ul>                                                                                                                                                                                                                           | Care Experience | Interview |