

Role Profile

Workforce Development Lead Officer (Multi Agency Adult Support and Protection)			
Reference No:	A5875		
Service:	HSCP - Integrated Complex and Critical Services		
Job Family:	Social Services/Social Work/Social Care	Grade:	FC9

Purpose
The Workforce Development Lead Officer (Multi Agency Adult Support and Protection) will support the implementation of the Learning and Development and Quality Assurance functions of the Adult Support and Protection Committee.

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Develop and implement a strategic framework for the delivery of Adult Support and Protection Learning and Development activities within the multi-agency partnership. Lead and support some quality assurance and improvement activities within the multi-agency partnership.	Educated to SCQF level 9, which includes a Degree or equivalent professional qualification Professional Qualification, with relevant registration, where pertinent (e.g. NMC, SSSC, GTCS or other) At least 2 years post registration experience of engaging in Adult Support and Protection activity Knowledge of professional practice models and standards Experience of delivering training Experience of participating in Quality Assurance and Improvement Activities	✓ ✓ ✓ ✓ ✓ ✓	

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		Post Qualification Award e.g. MHO, Practice Teaching, Learning and Development, Training or Teaching Qualification, PG Certificate in Adult Support and Protection, Police Diploma, Diploma in Reporter Practice or equivalent Organisation skills Experience of working in and reporting to a committee structure	✓ ✓	✓
Contributing to the development of a high-quality professional service, achieving objectives within the Service Improvement Plans in terms of performance, people and partnerships, promotion of equal opportunities, rights, culture and diversity.		Knowledge of the national objectives, policies, procedures, professional practice models, values and standards Experience of multi-disciplinary working and liaison with a range of agencies Knowledge and understanding of stakeholder objectives	✓ ✓	✓
Coordinate the delivery of agreed Adult Support and Protection Training to the multi-agency partnership, incorporating single agency social work Adult Support and Protection training		Experience in developing and delivering training in a variety of formats; face to face, on line, self-directed and so on	✓	
Evaluate and regularly review the training delivered on behalf of the Adult Support and Protection Committee (ASPC)		Experience of developing mechanisms for the evaluation of training		✓
Design strategies and mechanisms to measure the impact of ASPC training and development.		Experience of developing mechanisms for evaluating the impact of training		✓
Contributing to the development of a high-quality single and multi-agency audit and improvement activities within the partnership.		Experience of being involved in audit and/or inspection activities.		✓

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Assist the development of a comprehensive, efficient and effective approach to the management of information in relation to statistical analysis and evaluation in Adult Support and Protection.		Ability to interpret data and analyse information Experience of multi-disciplinary working and liaison with a range of agencies Knowledge and understanding of stakeholder objectives Ability to communicate with a wide range of people in a range of formats, both in writing and verbally. High standard of report writing	✓	✓ ✓ ✓ ✓
Promote the interests of service users and carers in terms of rights, opportunities, culture and diversity.		Experience of engaging with others from a range of backgrounds	✓	
Contribute to service improvements.		Experience and ability to demonstrate capacity to operate at senior level, in complex areas, providing an expert professional service. Knowledge of professional practice models and standards	✓ ✓	
Other activities will include contributing to the development and maintenance of the ASPC: • Website • Conferences & Seminars • Public Awareness Campaigns • Other related activity directed by the Adult Support and Protection Committee and Working Groups.				
Undertaking all other duties as required for the role. Duties will be in line with the grade.				

Type of Protecting Vulnerable Groups (PVG) Scheme, Disclosure Check or Non-Police Personnel Vetting (NPPV) required:	
Before appointment is confirmed: You may be required to obtain PVG scheme membership, a Disclosure check, or NPPV at a minimum of Level 2. Please refer to the job advert for the specific requirement.	
Additional Information – the following information is available:	Expected Behaviours
• Skills Framework (if applicable) • How we work matters	Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values. Please refer to How We Work Matters Guidance to learn more.