



# Role Profile

<b>Senior Practitioner (Panel Chair)</b>			
Reference No:	A5041		
Service:	Education and Children's Services		
Job Family:	Social Services/Social Work/Social Care	Grade:	FC9

<b>Purpose</b>
To be the Independent Chair of the Permanency, Fostering and Kinship Panels, ensuring that all items of business are covered and that the Panel operates in accordance with the relevant legislation, regulations, guidance and the policies and procedures of Fife Council.

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:
Chairing panel meetings, ensuring that all items of business are covered and that the Panel operates in accordance with regulations, guidance and standards and the policies and procedures of the agency.
Reading panel papers and analysing complex information in a range of different reports in order to identify key issues and provide leadership, professional support and ensuring quality of submissions.
Assisting in service development by monitoring policies, procedures and high standards of work in adoption and permanence services in the agency and preparing an annual report on the panel's work and attending the agency business panel twice per year.

<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
Proven competence of chairing a multi-agency Panel/meeting, in accordance with the Legislation, Regulations, Guidance and the policies and procedures.	✓	
Significant experience of working within Children and Family Social Work at a supervisory level.	✓	
A Social Work Qualification and a Social Work Post Graduate Qualification. Educated to SCQF level 9 which includes a degree or equivalent.	✓	

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<p>Liaising with all interested parties regarding areas of concern, making evidenced based recommendations regarding suitability of prospective adopters, foster carers and kinship carers.</p> <p>Taking a leading role in deciding the most appropriate legal order for a child and making recommendations regarding adoption allowances and legal fees.</p>	<p>Ability to process and analyse large amounts of complex and sometimes distressing information to inform planning for positive outcomes for Looked After Children.</p> <p>A working knowledge of the purpose and function of the Fostering, Permanence and Kinship Panels.</p>	<p>✓</p> <p>✓</p>	
<p>Facilitating active participation of all Panel members in contributing to the Panel's consideration of a case, managing the expression of strongly held, but possibly conflicting views, assisting the panel to make clear and well-evidenced recommendations in accordance with statutory guidance. Ensuring that birth family members, including birth children are able to express their views to the panel about the permanence plan and possible future contact.</p>	<p>Evidence of valuing diversity in relation to issues of ethnicity, religion, gender, disability and sexuality.</p> <p>A willingness to increase knowledge and understanding of issues through reading, discussion, training and research.</p>	<p>✓</p> <p>✓</p>	
<p>Ensuring that clear minutes are taken and reviewed as accurate and that these contain evidence of how a recommendation is reached, recording any serious reservations which panel members may have and the reasons for their concern.</p>	<p>Significant experience of working with Looked after Children and the placement of children in adoptive, foster and Kinship families.</p> <p>An understanding of data protection and a commitment to the need for confidentiality.</p>	<p>✓</p> <p>✓</p>	
<p>Reviewing the performance of panel members as the need arises, and at least annually and if necessary terminating the appointment of a panel member.</p>	<p>Knowledge of the legislative and regulation framework for the work of the Panel.</p>	<p>✓</p>	
<p>Undertaking all other duties as required for the role. Duties will be in line with the grade.</p>			

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<b>Additional tasks or responsibilities</b> – this is a generic role, however this particular job may also require you to undertake the following:			
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	Evidence of managing conflicting information and priorities for Looked After Children.	✓	
	Evidence of identifying key issues and solutions within complex situations.	✓	
	Knowledge of the adoption, fostering and kinship process.	✓	
	Ability to provide guidance, supervision and support to panel members.	✓	
	Experience of dealing with conflict.	✓	
	An in-depth knowledge of the effects of attachment, separation and loss on children who are looked after away from home.	✓	
	Knowledge of disruption research and ability to apply to individual cases as appropriate.	✓	
	Evidence of previous performance management of staff.	✓	
	An ability to communicate complex decisions sensitively.	✓	

**Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required**

**Before confirming appointment:** You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

**Additional Information – the following information is available:**

- Skills Framework (if applicable)
- **How** we work matters

**Expected Behaviours**

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.