

**Job profile**

**JOB TITLE Deputy Head of Service / EHS Team Lead**

**GRADE AfC Scale Point 60-62**

**SALARY £56496-£58515 (pay award pending)**

**JOB FAMILY Psychology & Psychotherapy**

**DIRECTORATE Health**

**REPORTS TO Head of Emotional Health Service**

**RESPONSIBLE FOR Clinical Specialists, Mental Health Clinicians, Trainees, Assistant Psychologists**

1. **ABOUT ACHIEVING FOR CHILDREN**

Achieving for Children was created by the London Borough of Richmond upon Thames and the Royal Borough of Kingston upon Thames and is commissioned to deliver children’s services on behalf of the two local authorities. Our vision for Achieving for Children is simple: by bringing together professional expertise from the two founding local authorities, and by putting children and young people at the heart of everything we do, we will be able to deliver improved outcomes for families and give children and young people the best start in life.

Achieving for Children is divided into five key business areas: Education, Early Help Children’s Social Care; Health; and the Company (Standards and Improvement and Finance and Resources). Each business area is led by a Director or Associate Director.

1. **ABOUT THE EMOTIONAL HEALTH SERVICE**

The Emotional Health Service (EHS) is a thriving, innovative, creative and friendly service. We work to deliver psychological therapies to children, young people and their families who are experiencing mild / moderate mental health concerns. We are made up of Clinical / Counselling Psychologists, Systemic Psychotherapists, Art Psychotherapists, CBT Therapists and Assistant Psychologists. We are a CYP-IAPT Service, part of the London Collaborative and committed to the CYP-IAPT principles. Alongside our therapy services we provide bespoke work in local schools and child mental health training to the workforce. We also work to promote positive mental wellbeing to the community through local events such as World Mental Health Day. We are a supportive group of professionals who recognise that the emotional wellbeing of the workforce is central to the work we deliver.

1. **MAIN PURPOSE OF THE JOB**

The purpose of this role is to support the leadership and management of the Emotional Health Service. You will lead on EHS activity in your cluster and EHS other identified specialist posts. You will provide cover for Head of Service with your Deputy colleagues in other clusters. You will work closely with colleagues in the clusters including Child Protection, Referral and Assessment, Family Support Service and with other agencies such as Tier 3 CAMHS, Schools and the voluntary sector.

This post is permanent and for five days a week, however we would consider part time applicants for three days a week. The post will be based at the Moor Lane Centre in Chessington.

1. **RESPONSIBILITIES**

**Operations and supervisory**

1. You will provide an operational lead for EHS activity in your cluster and other EHS identified specialist posts.
2. To provide support, advice and consultation to all identified professionals;
3. To undertake specialist psychological assessments of cases which are complex in nature in order to formulate, plan and deliver a range of psychological interventions;
4. To assess children, young people and their families as part of a risk assessment;
5. To provide specialist therapeutic interventions with clinical autonomy drawing on a range of models and when possible brief interventions
6. To facilitate appropriate access to specialist CAMHS and other relevant agencies according to the level of need;
7. To safeguard and promote the welfare of young people, giving due consideration to their race, culture, religion and linguistic background.
8. Maintain and update case notes and other records, write reports as required.
9. To prepare and maintain case records and other casework information on IAPTUS, in accordance with the departments policies and timescales.
10. To monitor and evaluate the effectiveness of work undertaken and demonstrate professional accountability at all time;
11. To practice using Signs of Safety model;
12. To deliver evidence based therapeutic interventions
13. To provide clinical supervision to qualified staff in your discipline, Trainees, Assistant Psychologists and Family Coaches if required
14. To provide line management to identified professionals
15. To demonstrate the standards of proficiency as required by the HCPC in order to maintain registration.
16. To contribute to clinical governance processes for EHS
17. To maintain an awareness of own professional limitations and knowledge gaps. To make effective use of supervision and appraisal as an opportunity to critically reflect on direct work with families and to identify learning and development needs to continually improve upon practice; and to support continual professional development.
18. To raise and address (where appropriate) issues of poor practice, internally through the organisation, and then independently if required.
19. To work within the organisation’s professional policy and procedures and code of conduct.
20. To be flexible and able to be deployed in commensurate post across Achieving for Children in line with business need.

**Performance**

1. To participate in the monitoring of service delivery against agreed targets, timescales and resources, taking action as appropriate to achieve desired outcomes.
2. To champion and support continuous professional development within the team.

**Communications**

1. To ensure effective communications are conveyed in a timely, transparent and coherent manner.
2. To keep staff and stakeholders informed of information that affects them and influences service development.
3. To establish and maintain good communication across the Emotional Health Service and with departments and agencies to facilitate the improvement and development of the service.
4. To seek, listen to, and respond to the views and ideas of staff and stakeholders, encouraging and actively engaging in positive communications and working relationships.

**General**

1. To ensure that the highest quality services are provided, within the resources available, and are responsive to the expressed needs and aspirations of residents/users regardless of backgrounds, lifestyles and abilities
2. To demonstrate a commitment to own personal and professional development and to developing and coaching others.
3. To undertake project work and produce reports and deliver presentations as required.
4. In the performance of all your duties, and in particular in the support and management of staff, to implement all Achieving for Children policies and procedures necessary to meet customer care needs and to reflect the Achieving for Children’s vision and values.
5. Champion the promotion of diversity and equalities in all aspects of service delivery and people management; demonstrate confident application of ethical reasoning to professional practice and decision making.
6. Ensure the wellbeing of employees and service-users by actively promoting and complying with health and safety regulations, policies and procedures.

**PERSON SPECIFICATION**

**Emotional Health Service**

**Job title: Deputy Head of Service / EHS Team Lead**

**Grade:** AfC scale point 60-62

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| **Achieving for Children Promises** |
| **Evidence** | **Essential/Desirable** | **A/I/T** |
| We will put children and young people first | Essential | Interview |
| We will embrace diversity and champion inclusion | Essential | Interview |
| We will be resourceful, adaptable and dependable | Essential | Interview |
| We will nurture strong, responsive and caring relationships. | Essential | Interview |
| We will value and invest in our staff to deliver innovative and quality services | Essential | Interview |
| We will work with our customers to deliver the most effective solutions for them. | Essential | Interview |

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| **Qualifications** |
| **Evidence** | **Essential/ Desirable** | **A/I/T** |
| Postgraduate mental health qualification e.g PsychD Clinical / Counselling Psychology, MSc Systemic Psychotherapy, MSc Art Psychotherapy | Essential | Application |
| Current HCPC Registration or equivalent UK registration  | Essential | Application |
| Supervisor’s qualification  | Desirable | Application |

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| **Skills and ability** |
| **Evidence** | **Essential/****Desirable** | **A/I/T** |
| Significant experience of working with complex and vulnerable families, in the community, working therapeutically with individuals and groups presenting with a range of needs. | Essential | Application |
| Ability to formulate and implement plans for psychological therapy with young people and families with research findings and evidence-based practice, across the full range of care settings | Essential | Application/ Interview |
| Is able to work with children, young people and their families with suspected or diagnosed Autistic Spectrum Disorder and/or ADHD. | Essential | Application/ Interview |
| Ability to hold a caseload and complete assessment, direct interventions and consultative work. | Essential | Application / Interview |
| Is able to provide consultation and training to a range of professionals on mental health | Essential | Application / Interview |
| Is able to use a broad range of assessment tools and frameworks to evaluate outcomes and progress for children and families. | Essential | Application / Interview |
| Is able to manage priorities and work under pressure displaying initiative and creativity | Essential | Application/ Interview |
| Is able to influence, develop and change the motivation and behaviour of people to achieve objectives. | Essential | Application/ Interview |
| Ability to provide high quality supervision to others | Essential | Application / Interview |
| Ability to provide line management to identified professionals | Essential | Application / Interview |
| Ability to demonstrate a high level of determination, personal drive, energy and ambition to achieve challenging targets and improve outcomes. | Essential | Application/ Interview |
| Ability to manage high levels of emotional distress and think clearly in emotionally charged situations.  | Essential | Application / Interview |
| Strong organisational ability, including the ability to work on initiative and to prioritise workloads to meet agreed deadlines. | Essential | Application/ Interview |
| Knowledge and understanding of data quality, information security and sharing requirements.  | Essential | Application/ Interview |
| Experienced in the use of ICT, including MS Word, Outlook and case record management systems | Essential | Application/ Interview |
| Knowledge of a range of business systems and software applications and a high standard of ICT literacy; ability to understand new technologies and their potential.  | Essential | Application/ Interview |

This job profile is provided for guidance only. It will be reviewed, updated and amended in accordance with the changing needs of the service and the specific requirements of the role.

**Annex 1: Organisational chart:**