

Secure Care Policy and Practice Advisor

Recruitment Pack

Dear Candidate,

Thank you for your interest in this post.

Social Work Scotland is the professional body for social work managers and leaders. We are a membership organisation with over 350 individual and corporate members. We exist to promote and support the development of the social work profession, and to inform, influence and improve public policy and public services.

We are recruiting for a **Secure Care Policy and Practice Advisor**. With funding provided by Scottish Government, this temporary post will play a key role in supporting local government to access appropriate options for children and young people requiring intensive support, care and protection. It will also contribute to accelerating implementation of the 'reimagining secure care' programme, shifting the balance of provision towards intensive, community-based, multi-disciplinary care.

The post will form part of a national team providing 'day-to-day' oversight of the intensive support, care and protection sector, through relationships across secure care providers, voluntary sector, national and local government (including Scotland Excel) and the NHS (i.e. Child and Adolescent Mental Health Services, in-patient and out-patient) and the university sector. The post will contribute directly to Scottish Government policy development and provide advice and guidance to Chief Social Work Officers and, through COSLA, to local government.

Working closely with the Scottish Government's Youth Justice & Secure Accommodation team, this post will take a lead (on behalf of local government social work) in responding to the current pressures on secure care capacity, coordinating delivery of the national contingency plan. The post will assist in developing and implementing a process for monitoring capacity and flow within Scotland's secure care estate, ensuring up to date information (on capacity and options) is available to local areas, providers and partners. (In delivering this objective, the post will link with colleagues across the UK with similar responsibilities.) Where specific cases require national input and assistance, this post will, as part of the national team, support local social work teams and the courts with identifying placements or safe alternative arrangements.

The post holder will be either a qualified and registered social worker with experience of children and families' social work, or an individual with experience in the management of secure care, residential care, or other intensive monitoring and support services for children and young people. All applicants should have knowledge of the secure care sector in Scotland. The post holder will need to be confident operating at a national level (although prior experience is not necessary) and being a visible leader around this agenda. Displaying a steadfast commitment to children's rights and wellbeing, the role also demands pragmatism, determination and flexibility. The post holder should have demonstrable experience of working across boundaries and disciplines and will need to be comfortable working closely with Scottish Government, local government social work, secure providers and many other stakeholders, with a view to building and maintaining consensus, and progressing actions.

The work may occasionally require irregular hours (e.g. evenings and weekends), as and when relevant incidents occur.

To apply for this post, **please submit a completed application form.**

Please find included in this pack:

1. Key information, including contact details and summary of the recruitment process
2. Information about Social Work Scotland
3. Job description
4. Person specification

Completed application forms and covering letters should be sent to admin@socialworkscotland.org by 23:59pm on Monday 5 May.

I look forward to hearing from you.

Corinne Groeneveldt
Operations Manager, Social Work Scotland

1. KEY INFORMATION

Employer	Social Work Scotland Ltd
Work location	<p>Registered place of work can either be (a) Social Work Scotland offices, Norton Park, 57 Albion Road, Edinburgh, EH7 5QY, or (b) your home.</p> <p><i>Please note this role may require frequent travel (within Scotland); e.g. to on-site meetings with secure care or other service providers. The post-holder may sometimes be located with partner organisations (e.g. Scottish Government, Children and Young People’s Centre for Justice) to facilitate certain responsibilities.</i></p>
Position type	Part-time or Full-time (FT = 35 hours per week)
Salary	<p>Within the range £56,000 to £62,000 pro-rata (depending on experience).</p> <p>Requests for a secondment will be considered.</p>
Contract	<p>12-month contract or a secondment</p> <p>All posts with Social Work Scotland are subject to a probation period. For this post the period will be 8 weeks.</p>
Our commitment to equality, inclusion and diversity.	<p>We are an equal opportunities employer, and we are committed to building an inclusive workplace where everyone is treated fairly and respectfully.</p> <p>We believe flexibility is important, and we’re happy to chat to you about flexible and remote working.</p> <p>If you need any adjustments in our interview process, then please let us know too.</p>
Pension	Auto enrolment pension provided by The People’s Pension, with an employer’s contribution of 6% and an employee contribution of 5% as standard. (Pension contributions may be made to existing private pension schemes on request.)

<p>Equipment provided</p>	<p>Laptop Other IT and/or communications equipment necessary for home working.</p> <p>Social Work Scotland will also provide, where appropriate, equipment to meet specific, individual needs.</p>
<p>Benefits</p>	<p>Flexible working arrangements, in respect of the structure of your working week.</p> <p>Relevant professional registration and other associated fees will be covered by Social Work Scotland.</p> <p>We also offer salary sacrifice schemes for:</p> <ul style="list-style-type: none"> • Bike to Work, including Cycle Miles
<p>Start date</p>	<p>As soon as possible following a formal offer of the post. No later than 30th July</p>
<p>Application process</p>	<p>To apply, please provide a completed application form, including details of two work or education related references.</p> <p>Completed application forms should be sent to: admin@socialworkscotland.org by 23:59pm on Monday 5 May.</p>
<p>Interviews</p>	<p>Interviews are expected to take place week beginning 12 May, at Norton Park in Edinburgh.</p> <p>Shortlisted candidates will be invited for a 45 - 60 min interview involving a mix of competency-focused questions. Candidates will also be asked to prepare a short presentation, the details of which will be provided in advance.</p> <p>Two references will be requested following a successful interview.</p> <p>The successful candidate will be invited to a follow up meeting with relevant members of the Social Work Scotland team, prior to formal start date. This is to allow</p>

	for more detailed discussion of the role, objectives, context, etc.
Contact information	If you have any questions, please contact: admin@socialworkscotland.org

2. ABOUT SOCIAL WORK SCOTLAND

Who are we and what do we do?

Social Work Scotland is the professional body for social work managers and leaders. We are a membership body, with members coming from across the public, private and voluntary sectors. We exist to promote and support the development of the social work profession, and to influence and inform public policy affecting social workers, social services and local communities.

Upholding the values which underpin the social work profession, we give importance to every individual's experience and voice and seek to make social justice real through all that we do. We embrace change and encourage collaboration. We are committed to creating opportunities for our members and team through which individuals can develop as compassionate, creative and effective leaders.

Our core objectives (as set out in Social Work Scotland's Articles of Association)

- a) Pursue social justice, human rights and equality for all of Scotland's citizens
- b) Promote the unique role, value and contribution of social work
- c) Articulate the expertise and insight of social work managers
- d) Inform the development and implementation of policy, at national and local levels
- e) Support high-quality and effective leadership within social work and social care
- f) Champion research and evidence as the basis of policy and practice
- g) Facilitate collaboration and practice improvement among social work and social care providers
- h) Shape the direction and development of social work in Scotland

To help deliver these objectives we facilitate a large number of committees and sub-groups, populated by our members. Among these is the Chief Social Work Officers network. Governance is provided primarily by the Social Work Scotland Board, which is made up of company and non-executive directors; it is chaired by Social Work Scotland's Convenor.

Our Team

We have a core team consisting of:

- Director
- Head of Policy and Workforce
- Head of Operations
- Operations Manager
- Administration and Operations Officer
- Finance and Administration Officer
- Communications and Events Lead
- Children and Families Social Work Policy and Practice Lead

- Protecting Children Policy and Practice Advisor
- Adult Social Work Policy and Practice Lead
- Justice Social Work Policy and Practice Lead
- Digital Social Work Policy and Practice Advisor

We also host several other staff who are with us for a fixed time, working on a specific project usually in partnership with Scottish Government or other national partners. Currently we have fourteen staff in these posts:

- Joint Investigative Interviewing of Children Project x 5
- Self-Directed Support Project x 4
- Social Work Education Partnership x 4

3. JOB DESCRIPTION

As Social Work Scotland's **Secure Care Policy and Practice Advisor** you will play a central role in the implementation of plans drawn up to address the current (2025) capacity and delivery challenges effecting Scotland's secure provision for children and young people. You will assist local government social work teams who require secure or intensive monitoring and support options for children and young people in their care, offering advice, guidance and connections. You will also represent and advocate for local government social work, in national groups and discussions, articulating the issues and opportunities at a local level, across Scotland. You will collaborate closely with national and local partners, in both the public and voluntary sectors, and academia, to evolve and expand access to safe and effective alternatives to place-based secure care. In this, you will contribute directly to the realisation of the Promise, and the reimagining of secure care¹.

You will connect directly with members of Social Work Scotland's Children and Families Committee and its Sub-Groups, Chief Social Work Officers and other senior social work managers, as well as the leaderships of the secure care providers and other relevant voluntary sector partners. You will also work closely with the Scottish Government's Youth Justice and Secure Accommodation Team, the Office of the Chief Social Work Advisor, and colleagues at the Children and Young People's Centre for Justice.

You will be expected to ensure the voices of children, families, carers and communities inform all aspects of this role.

The post is line managed and supported by Social Work Scotland's Children and Families Social Work Policy and Practice Lead.

Your **key responsibilities** will be to:

1. Develop and maintain collaborative working relationships with colleagues from local government, Scottish Government, the four secure care providers, the NHS, and relevant academic, public and voluntary sector organisations across the UK.
2. On behalf of local government social work, work closely with Scottish Government and other partners to develop and implement the national contingency plan for secure care.
3. Provide advice, guidance and connections for local authority social work teams, to facilitate identification of appropriate intensive support options for children and young people.

¹ <https://www.cycj.org.uk/resource/reimagining-secure-care-a-vision-for-the-future/>

4. Contribute to the active coordination and allocation of capacity in Scotland's secure care estate, to ensure children's needs are met.
5. Assist in the construction of a national, real-time picture of the population of children and young people requiring intensive monitoring and / or support.
6. Chair the national secure care transport group, supporting as relevant the development of new contract and Scottish Government in the development of secure transport standards as part of the requirements of the Children's Care and Justice Act provisions.
7. Work with partners on the development and expansion of safe, alternative, multi-agency options to secure care, including community-based options involving restrictions of liberty.
8. Draft written submissions, on behalf of Social Work Scotland, to requests for evidence or input.

4. PERSON SPECIFICATION

Applicants should be either (a) qualified social worker (ideally team leader level or above) with experience of children and families, or (b) an individual with experience in managing secure care or other intensive monitoring and support services for children and young people. Ideally you will have experience in both school / care accommodation and local authority social work. You should be passionate about improving the lives of children and young people, ensuring their rights are realised. You should be familiar with Scotland's secure care provision, and the wider range of options available to children and young people requiring intensive monitoring and support. You must be keen to bring your insight and experience into national discussions, and you must be able to build trust and relationships quickly.

You must be interested in expanding your knowledge base and understanding other's perspectives. Sound research and analytical skills help you do this. You are sensitive to others positions and needs, and able to plan and facilitate strategies which move us, with partners, towards shared goals. You must be resilient, compassionate and flexible, responding to situations quickly and with empathy.

The post holder will have the following attributes:

Essential Criteria

1. Strong interpersonal skills, able to quickly build relationships and trust.
2. Broad but nuanced understanding of contemporary child protection, mental health and youth justice issues, across national, local and practice levels.
3. Registered with the Scottish Social Services Council or equivalent professional regulatory body, and educated to either degree level or SVQ Level 4.
4. Experience in a children and families social work management position, or as a manager in a provider of secure or residential care, or provider of other intensive monitoring and support services.
5. Demonstrable experience in leading change, influencing colleagues and partners to achieve specific outcomes.
6. Demonstrable high-quality spoken and written communication skills, able to synthesise varied information (including research and statistics) to construct coherent, evidence-based positions.
7. Highly organised, able to plan and deliver to specific timescales, and to operate with a degree of autonomy.

8. Flexible and proactive, using initiative to manage complex, high-stakes situations.