

Hertfordshire County Council

Job Outline



JOB TITLE: Adviser for Achievement of Children Looked After
GRADE: Soulbury 10-13
REPORTS TO: Virtual School Head
TEAM: The Virtual School
DEPARTMENT: Children's Services

Purpose of the Job

To narrow the gap between the achievement of Children Looked After (CLA) and all children by providing advice, guidance, support and training for teachers, schools, social workers, carers and young people. To promote, advocate, challenge and monitor learning opportunities for children and young people looked after that maximises their potential.

Main Areas of Responsibility

To be a full member of the Virtual School for Children Looked After and Care Leavers and will be expected to work in collaboration with other partners in Children's Services and within the appropriate legal framework, HCC policies and procedures. To lead on the implementation of HCC policies.

To have oversight of education provision and outcomes for a phase cohort of children looked after who may be educated within or out of Hertfordshire.

- To provide advice on effective teaching and learning strategies that promote the achievement of CLA
- To develop and advise on a range of intervention strategies that improve outcomes for CLA.
- To support schools in working with CLA whose educational progress may be affected by their care or pre-care experience.
- To challenge schools to ensure all CLA make at least expected progress.
- To provide guidance on appropriate school placements.
- To challenge schools on effective use of Pupil Premium Plus to ensure positive impact on outcomes for CLA.
- To build capacity within a range of stakeholders.
- To work in partnership with other members of Children's Services, the third sector and foster carers, to promote achievement and to ensure equality of access to educational provision and opportunity.
- To advise on special educational need and disability including contributing to the Education, Health and Care plan.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Criminal Background Check

Safeguarding children and adults is of utmost importance to Hertfordshire County Council. The Council requires employees to abide by legislation and best practice to enable Hertfordshire to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment. In addition, you consent to allow the Council to retain a copy of the disclosure certificate within your personal file.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

Equality and Diversity

Hertfordshire County Council is determined to take action to ensure that our belief in diversity and equality of opportunity is integral to everything we do. It will inform every area of activity; from the way we provide services to the way we employ our staff. It is a central responsibility of all councillors, managers, staff and partners. The council's equality policy 'Putting People First' is available on hertfordshire.gov.uk, on the internal intranet or from your line manager.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Additional Information

Public Authorities must ensure that all members of staff in customer facing roles, whatever their nationality or origins, are able to communicate the English language fluently with the general public, verbally and in written format.

Person Specification

Please provide a supporting statement which includes examples and evidence of when you have demonstrated the attributes listed below.

You will be expected to address each point separately and in the order listed.

If you do not complete a full supporting statement in the requested format, your application may be rejected.

- Either a qualified teacher with at least 5 years experience or have similar experience within Children's Services.
- Middle leadership & management experience with a track record of proven excellence are essential
- Knowledge and understanding of current initiatives in education.
- Sufficient experience to be able to provide advice, challenge and support on effective teaching and learning and a range of strategies to tackle underachievement.
- A robust understanding of assessment in all its forms.
- Strong interpersonal, written and oral skills to meet the needs of a range of stakeholders.
- Experience of working effectively with disadvantaged pupils/students.
- An understanding of the emotional barriers to learning for disadvantaged pupils.
- The necessary skills to interpret and evaluate a range of information and come to a secure judgement on the identification and overcoming of barriers to learning.
- A current driving license and access to transport.