

# BECOME.

THE CHARITY FOR CHILDREN IN CARE  
AND YOUNG CARE LEAVERS

<b>Job Title</b>	Services Manager – Children in Care & Care Leavers
<b>Reporting to</b>	Director of Services
<b>Location</b>	London, with regular travel
<b>Job Type</b>	Permanent, full time with occasional evening work
<b>Salary</b>	£36,000 - £38,000 dependent on experience

**Application Closing Date:** 18 November 2019 (midday)

**First Stage Interview:** w/c 2 December 2019

**How to Apply:** Please submit your CV and supporting statement of no more than 2 sides of A4 telling us why you're the right person for the job to [recruitment@becomecharity.org.uk](mailto:recruitment@becomecharity.org.uk)

Become's programmes and services support children and young people in care and young care leavers to achieve their full potential, empowering them to take an active role in the key decisions and processes that impact them. Young people's voices, opinions and needs are at the heart of our work. We take a holistic, trauma-informed, service user led approach in our work providing tailored advice, information and support.

This is an exciting time to be joining Become with a new Chief Executive and as we embark on delivering an ambitious 5-year strategy. We are looking for an inspirational leader with the skill, energy and enthusiasm to manage Become's Support & Engagement team delivering our Care Advice Service, coaching programme, workshop delivery, holistic 1:1 support and new and upcoming programmes to support children in care and young care leavers.

## **Main responsibilities:**

- To lead on the development and delivery of services and programmes that support children in and from care
- To manage a team of staff providing direct support to children and young people through 1:1 and group work, holding regular team meetings, case reviews and supervisions
- To work directly with children and young people to ensure their voices are at the centre of our work, including coordinating and leading on coproduction of services
- To develop partnership working opportunities with relevant organisations including local authorities and specialist voluntary sector organisations to ensure children and young people have access to appropriate support
- To work with the Director of Services, in line with our 5-year strategy, to develop Become's work with children and young people, including development of digital service offers
- To support Become's safeguarding initiatives, providing input and advice, ensuring the safe and effective running of Become's programmes and services
- To develop and maintain record keeping and evaluation tools to measure the impact of our work
- To monitor individual and team performance against service KPIs, outputs and outcomes
- To support the development of the service annual budget and manage throughout the year
- To support the coordination and running of Become's training and consultancy offer

**Person Specification**

- Significant experience of working with children and young people in a range of professional settings
- Excellent knowledge of the key issues relating to children in care and young care leavers
- Experience in effective service design and delivery, development of processes and systems
- At least 3 years of staff and project/service management experience including supervision and practice development
- Significant experience of developing effective relationships with a range of stakeholders including those in education and local authority settings
- Sound working knowledge of child and adult safeguarding legislation and procedures
- Ability to communicate effectively (both written and verbal) including use of IT
- Experience of working with databases and of monitoring and evaluating youth programmes
- Experience of managing and monitoring budgets
- Ability to provide leadership and management
- Understanding of holistic and trauma informed practice and experience of developing and delivering services adhering to this practice
- Understanding of evolving methods of service delivery, including digital and online
- Commitment to the vision, mission and values of the charity and passionate about improving the lives of looked after children and young people
- A relevant degree qualification in youth and community work is desirable