

ROLE DESCRIPTION

Post:	Practice Development Consultant - Local Government
Reports to:	Senior Practice Development Manager
Accountable to:	Head of Research, Practice Improvement, Coproduction
Line Manages:	N/A

About the Social Care Institute for Excellence

The Social Care Institute for Excellence work is a national charity with a clear vision of a society where care and support maximises people's choices, removes social inequality, and enables people to live fulfilling, safe and healthy lives.

To achieve this we research, evidence, share and support the implementation of best practice. We use this evidence and experience to shape policy and outcomes, and to raise awareness of the importance of social care and social work for creating a fair and equal society. Everything we do is informed by people with experience of care and support.

At the Social Care Institute for Excellence, we are driven by our values.

Progressive - always learning and developing

Inclusive - working together for equality, diversity and fairness

Credible - evidence-based, robust and reliable

Transparent - open and honest

Committed - focused on making a difference to people's lives

Job Purpose:

The Practice Development Consultant role is a pivotal role in delivering SCIE's support to improve social care practice locally. The post holder will work to engage key stakeholders, working alongside local authorities, social care providers and people with lived experience to transform social care.

The post holder will transform care by working on a range of projects with leaders and practitioners to develop strengths-based practice which delivers impact, and to develop system-wide, outcome-focused commissioning. The post holder will work to support organisations to recover from COVID-19, use data to drive better decisions and prevent demand escalating, and to optimise the use of technology to drive better care.

Key responsibilities:

1. Work with colleagues to deliver complex improvement and change projects for clients in adult and children's social care.
2. Work collaboratively and flexibly, to design and undertake consultancy and improvement projects, including diagnostics, change management projects, organisational and practice reviews.
3. Manage and deliver complex projects to time, budget and quality through the development, communication and management of clear project plans, stakeholder liaison and risk management utilising SCIE's project Management approach.
4. Grow SCIE's commercial income by supporting business development activities such as developing and testing new offers, proposal writing and bid development.
5. Bring together, analyse and interpret multiple and complex qualitative and quantitative data to make around recommendations about policy and practice.
6. Design and facilitate workshops and events, including coproduction events with people with lived experience.
7. Work collaboratively across SCIE and with external stakeholders to make efficient use of resources and budgets allocated to ensure value for money and timeliness of delivery.
8. Write high quality presentations and reports that can be delivered to senior audiences, including policy and practice briefings for SCIE staff, leadership and Board.
9. Communicate clearly and to a high standard to multiple audiences including senior leaders, practitioners, people who use services and members of the public
10. Represent SCIE in public and professional arenas.
11. Maintain professional expertise and knowledge on legislation, policies and practice up to date
12. Maintain the effectiveness and credibility of SCIE's work by keeping approaches to organisational improvement aligned with the latest legislation, practice guidance and research evidence and effective quality improvement methodologies.

General responsibilities:

1. Have fun and challenge yourself at work, model the charity's values and abide by our policies and practices.
2. Embrace diversity and share in our commitment to equality of opportunity and to eliminating discrimination.

3. Work flexibly and positively contributing to good team working and the delivery of the SCIE's objectives through matrix working.
4. Show a clear commitment to working with people who use services and carers in a sensitive and non-judgmental way to facilitate positive working relationships.
5. Share in our commitment to safeguarding adults at risk of harm
6. Ensure that information is obtained, used and stored in accordance with our Data Protection and Confidentiality policy
7. Other tasks as may be required, commensurate with the level of the post

General Comment

This job description describes the principal purpose and main elements of the job. It is a guide to the nature of the main duties as they currently exist but is not intended as a wholly comprehensive or permanent schedule of tasks.

PERSON SPECIFICATION

The postholder must be able to demonstrate the competencies shown below. Competencies denoted with an **(I)** will be assessed during the interview process while those denoted with an **(A)** will also be assessed based on the covering letter and CV.

You should have:

- Demonstrable knowledge of Social Care Policy. **(A)**
- Current or recent practice and management expertise in adult social care experience of working in the adult sector. **(A)**
- Demonstrable knowledge and an understanding of consulting and change theories and frameworks and how to apply them. **(A)**
- Demonstrable understanding of consultancy and change projects in local government, health, social care, and voluntary and community sector organisations. **(A)**
- Current or recent experience of delivering complex and organisational change projects. **(A)**
- Current or recent experience of organising and analysing performance and evaluation data. **(A)**
- Experience of living SCIEs values. **(I)**
- Advanced evaluative skills, incorporating ability to critically appraise quality and explore organisational explanations with good analytic skills and detailed familiarity with organisational quality improvement methods, including auditing. **(A)**
- Excellent communications skills, with the ability to present to, and facilitate discussions, with a wide range of stakeholders, including senior leaders, managers, practitioners and people who use services and carers. **(A)**
- Excellent written (to publication standard) communication skills and ability to write efficiently, in an accessible manner for the identified audience. **(A)**
- Excellent project management skills and ability to reprioritise a complex and demanding emergent and variable workload. **(A)**
- Excellent budget management skills and ability to cost and bill for work in an accurate and timely manner. **(A)**
- Experience of managing a wide range of stakeholder relationships including with people who use services, their supporters, practitioners, policy makers and research and development communities. **(A)**
- The ability to work effectively from home with experience of using ICT effectively (including Microsoft Office and project management systems and tools) and use data in accordance with GDPR principles. **(A)**
- A clear understanding of, and commitment to, equal opportunities and diversity, and the commitment to promote high standards of conduct, integrity and probity. **(A)**

- Experience of establishing and maintaining effective, collaborative working relationships and supporting colleagues. **(A)**

Ideally, you would also have:

- Current or recent practice and management expertise in children's' social care experience of working in the children's sector. **(A)**