



Job title: Registered Homes Manager – Children’s Residential Homes

Accountable to: Assistant Director of Residential Services

Locations: Oldham and Ashton Under Lyne, Greater Manchester

Hours: Full time- 37.5 hours per week

Salary: £50,000 - £55,000 per annum

Great Minds Together are a not-for-profit community interest company that provides bespoke wraparound support services and intervention for children, young people, and families who have special educational needs and disabilities and/or social, emotional, and mental health needs at early intervention and outreach level as well as Tier 4 prevention level (Tier 3.5). Our ethos as an organisation is to provide better outcomes for children, young people, and their families. We are a Trauma Informed Organisation.

We are looking for individuals who have a passion for working with children, young people, and their families. You will have the resilience to continue to work with children & young people with either/or special educational needs, disabilities social/emotional, and mental health needs who may present with challenging behaviour as a result of previously unmet needs. You will strive to achieve good outcomes and support both the young person and their families with any concerns they may have, as well as having knowledge and experience in upskilling professionals and families/carers that support the young person, on how to best understand and meet their needs. We work alongside other professionals and agencies towards our shared vision to achieve a better quality of life for children, young people, and their families that fall between the gaps in our system.

Role

To fulfill the role as the registered homes manager in a newly registered children’s home. The home is two bedded yet only registered for single occupancy in Chadderton, Oldham. You will be responsible for the effective day-to-day running of the residential home, and responsible for a team of staff, as well as undertaking direct work with children in the residential home when necessary. To be responsible for all aspects of the residential premises.

Main Duties and Responsibilities

- To ensure that the young people’s needs are recognised and met. This includes ensuring that they are free from discrimination within the home and to challenge discrimination from outside the home.
- To protect the young people from harm in and outside the home and to be the Designated Safeguarding Lead for all Operational Safeguarding issues and where applicable to manage or escalate to the Directors for safeguarding concerns that require a more strategic oversight from the Strategic DSL.
- To manage the home in compliance with OFSTED, and the ethos and policies of the organisation.
- To provide leadership, guidance, and management of the staff teams.
- To oversee and participate in the development, implementation, and monitoring of the individual young people’s care and development plans.



- To work closely with Human Resources and support with the employee lifecycle for your teams and to be involved in the safe recruitment of staff.
- To ensure that staff complete all mandatory training and work closely with Learning and Development to upskill staff.
- To be involved in the monitoring and staff conduct and where necessary management of the the disciplinary process for staff in liaison with the Head of HR.
- To develop and maintain good working relationships with parents, social workers, schools and other professionals concerned with the welfare of the young people.
- To advocate for the young person wherever necessary and to escalate concerns where required in line with the Children's Home Regulations.
- To use the homes as a model to support and develop the social skills of the young people.
- To ensure that the homes provide an environment that is safe and sensitive to the needs of young people being looked after.
- To maintain a good understanding of child protection and safeguarding procedures.
- To maintain good communication systems, including handovers, staff meetings, logbooks and regular meetings with the Assistant Director /Director.
- To fully participate in the organisation quality assurance systems providing regular reports and updates to the Assistant Director / Director.
- To attend meetings and training as required.
- To share the responsibility for creating a pleasant working environment.
- To be flexible in hours of work in order to meet tasks required.
- To undertake any other duties that may be reasonably requested by any of the Heads of Service / Assistant Directors /Directors.
- To be concerned for the welfare of the staff offering support at times of stress, praising work completed and monitoring performance including sickness absence.
- Maintain your own personal and professional development as well as that provided by the organisation.

The above is not an exhaustive list of duties and you will be expected to perform different tasks as required.

Skills and Qualifications

- Level 5 Diploma in Leadership and Management for Residential Childcare (or equivalent qualification in management).
- Level 3 Diploma for Residential Childcare (or equivalent qualification).
- Willingness to complete OFSTED Registration
- Ability to ensure that the home is compliant in relation to Ofsted inspections and be able to demonstrate the effectiveness of our approach in relation to overall outcomes for the children living in the homes.
- To ensure the homes are providing a therapeutic, healthy, and caring environment to an exceptional standard



exceeding Ofsted's Quality Standards and Children's Homes (England) Regulations

- Full UK Driving License

Experience

- Minimum of 5 years' experience in a position relevant to the residential care of children
- Minimum of at least 2 years in a role supervising and managing staff
- A commitment to delivering high-quality care.
- Have attention to detail ensuring correct information is recorded in all paperwork, keeping this up to date and organised for the manager's review.
- Have resilience, motivation and determination.
- An ability to adapt to challenging and changing situations.

Expectations

To always work in line with the values of Great Minds Together, ensuring that the standard of support provided to families is the best it can be, that all staff operate in an understanding and non-judgemental way. To ensure that all documentation and correspondence produced by the staff at Great Minds Together is of the highest standard, and relationships with professionals are positive and balanced even where there may be need to professionally challenge.

Additional Duties

Due to the nature of the work of Great Minds Together, tasks and responsibilities are, in many circumstances, unpredictable and varied and may include weekend and evening working. All staff are, therefore, expected to work in a flexible way when the occasion arises, when tasks not specifically covered in their job description must be undertaken. These additional duties will normally be to cover unforeseen circumstances or changes in work, and they will normally be compatible with the regular type of work. If the additional responsibility or task becomes a regular or frequent part of the member of staff's job, it will be included in the job description in consultation with the member of staff.



Great Minds Together

Qualifications & Experience	Essential / Desirable	How assessed (Application, Interview, Task)
A good understanding of the English language in both a spoken and written capacity	E	A,I,T
Experience in supporting others, either in a professional or personal capacity.	E	A,I
An in-depth understanding of safeguarding and child protection.	E	A,I
An understanding of care planning processes and working therapeutically with young people at all times.	E	
An understanding of the children's home regulations and the role of the homes manager.	E	
Skills	Essential / Desirable	How assessed (Application, Interview, Task)
To use technology to a good standard. IT literate.	E	A,I
Good command of English both spoken and written.	E	A,I,T
Ability to show empathy and understanding	E	A,I,T
Ability to negotiate with a joint solution in mind	E	A,I,T
Can do attitude, solution focused	E	A,I,T
Listening skills	E	A,I,T
Good communication skills	E	A,I,T
Adaptable and flexible	E	A,I,T
Non-judgemental, person-centred approach	E	A,I,T
Desire to further own knowledge and skills	E	A,I,T
Open minded, ability to think outside the box	E	A,I,T



The ability to reflect on own practice, undertake training advice and constructive feedback	E	A,I,T
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Knowledge	Essential / Desirable	How assessed (Application, Interview, Task)
A basic understanding of SEND SEMH or awareness of the issues faced by children, young people and their families	E	A,I,T
How to achieve solutions through joint working	E	A,I,T
Good knowledge of local and national services and community agencies who can assist families and young people	D	A,I,T
Other	Essential / Desirable	How assessed (Application, Interview, Task)
A UK driving license and access to a car with business insurance.	E	A
Willingness to travel to our Head office in Stockport when necessary and for training purposes at times.	E	A