



Post Title: Team Manager – Social Work

Grade: J

Job Purpose

To actively and effectively promote the Council's vision, values, aims, objectives and priorities, putting our citizens first through the delivery of best value services.

Team Managers are qualified social workers whose primary function is to supervise the practice and decision-making of Social Workers, and to develop the skills of individuals and teams within child and family social work services. This requires experience of working with a high level of social complexity and risk of harm and is likely to require substantial experience of working within the statutory system. Provide supervision to other Social Workers in the team. May also supervise students, trainees, less experienced professional team members, support staff or volunteers. To promote and govern excellent practice, and the delivery of the directorate's statutory duties and responsibilities.

Service Leadership Expectations

As a service leader you will be expected to demonstrate our core behaviours, built around four central themes:

- **Leading People:** by building high performing teams, empowering and motivating others and being a role model for the organisation and its values.
- **Equality Diversity & Inclusion:** by creating a culture of respect and inclusivity in the services we provide and embedded within our workforce.. Ensuring Equality, Diversity and Inclusion, are fully considered in all our decisions and we give due regard to advancing equality.
- **Change & Innovation:** by driving change and a culture of continuous improvement, exploring new and innovative ways to design and deliver our services.
- **Collaboration:** by working across boundaries, building relationships and creating joined up services to deliver the best outcomes for the people of our city.

Specific Duties

1. Actively promote and embed Equality, Diversity and Inclusion through all actions and in accordance with the organisation's EDI Strategy and objectives.
2. Ensure good financial management and assist in maintaining financial sustainability by adhering to the Council Financial Accountabilities Framework and Financial Regulations.
3. Contribute to our corporate responsibility in relation to climate change by taking action and limiting the carbon impact of activities within your role and championing this work
4. Deputise for Service Manager as required and support the Team in service planning activities, reviewing the service to ensure value for public money and potential efficiencies maximised.
5. The post holder will manage social workers for whom they will have direct supervisory, appraisal and day-to-day management. Provide supervision to other Social Workers in the team maintaining oversight of and supporting the ongoing casework held by the



workers supervised. Shape and influence an environment which enables excellent practice by setting high standards and motivating others to do the same. Provide a safe, calm and well-ordered environment for all staff, ensuring that processes are fit for purpose and efficient.

6. Conduct annual appraisal of staff whom the post holder has responsibility for and ensure it is undertaken in accordance with Directorate policies. Strike a balance between employing a managerial, task-focussed approach and an enabling, reflective leadership style to achieve efficient, day-to-day functioning.
7. Be accountable for the development and application of practice and policy. Facilitate constant reflective thinking about the welfare of families, the safety of children and the wellbeing of staff
8. Reflect upon the confidence of practitioners and adapt management and leadership style according to the needs of individuals and the organisation. Protect practitioners from unnecessary bureaucratic or hierarchical pressures and have in place strategies to help manage the root causes of stress and anxiety. Continually energise and reaffirm commitment to support families and protect children.
9. Exercise budgetary responsibilities as delegated by Service Manager, including assessing care packages from a financial perspective and ensuring there is no overspend.
10. Recognise and commend hard work and excellent practice and build social workers' confidence in their practice. Challenge complacency with a commitment to continued improvement and confidently hold poor practice to account.
11. Investigate and respond thoughtfully and proactively to mistakes and complaints of alleged neglect, abuse or ill-treatment of children; undertake assessment and, where appropriate, arrange accommodation for children, young people. Reflect and create learning opportunities for self, staff and the organisation. Chair reviews/planning meetings/strategy meetings as appropriate.
12. Work to range of legal options to support investigation and protection and apply permanence options. Exercise statutory powers where social work assessment shows that families require help and support and children are at risk of significant harm, ensuring that actions are proportionate to risk. Support practitioners to always communicate clearly, honestly and respectfully the purpose and content of the social work plan.
13. Contribute to planning/reviewing the cases of children in care; supervise fostering/adoption arrangements.
14. Oversee the preventative work with families in order to reduce the need for care or accommodation
15. Recognise how different relationships evoke different emotional responses, which impact upon the effectiveness of social work practice and provide responsive, high quality individual supervision. Use mechanisms such as peer supervision and group case consultation to help identify bias, shift thinking and the approach to case work in order to generate better outcomes for children and families. Recognise and articulate the dilemmas and challenges faced by practitioners and use this expertise and experience to guide, assist and support the provision of services.
16. Ensure methods and tools used are based on best evidence, that progress is frequently reviewed that the social work plan is adjusted accordingly. Reflect upon and review the welfare and support needs of children and families and be alert to evidence of actual or likely significant harm ensuring that identified risks are managed and new risks identified, assessed and addressed.
17. Make realistic child centred plans within a review timeline which will manage and reduce identified risks and meets the needs of the child. Any plans devised for the child need to be evidence informed, demonstrate clear analysis and professional judgement and evaluative decision making skills. This also includes working with multi-agency partners.



18. Implement effective strategies for ensuring throughput of work. Frequently review the requirement for continued involvement so that cases are closed in a timely manner and that families have an appropriate and long-term support plan where that is required, and ensure that no child or family is left unnoticed in the system.
19. To ensure practices and procedures in relation to safeguarding children are followed in all cases in accordance with NCSCP standards.
20. Good understanding of working in a complex organisation such as a Local Authority, Trust or other delivery model for Children's Services. Act in ways that protect the reputation of NCC and the wider Social Work profession whilst always privileging the best interests of children. Contribute to the organisation's role as corporate parent to children in public care.

Numbers and grades of any staff supervised by the post holder:

Up to 10 Social Workers (all grades)

All staff are expected to abide by the obligations set out in the Information Security Policy, IT Acceptable Use Policy and Code of Conduct in order to uphold Nottingham City Council standards in relation to the creation, management, storage and transmission of information. Information must be treated in confidence and only be used for the purposes for which it has been gathered and should not be shared except where authorised to do so. It must not be used for personal gain or benefit, nor should it be passed on to third parties who might use it in such a way. All staff are expected to uphold the City Council obligations in relation to current legislation including the Data Protection Act and Freedom of Information Act.

This is not a complete statement of all duties and responsibilities of this post. The post holder may be required to carry out any other duties as directed by a supervising officer, the responsibility level of any other duties should not exceed those outlined above.

Produced by: Paula Bexon-Director of Children's Integrated Services

Date: April 2026



Person Specification:

Area of responsibility	REQUIREMENT	MEASUREMENT		
		A	AC	D
Vision, Strategy and Delivery	Experience as a service leader in a complex organisation, with experience of; - Delivering against outcomes and creating clear objectives - Creating a culture of continuous improvement - Commercially aware with strong analytical skills - Awareness of key issues in your market and for the city of Nottingham	✓	✓	
Leading People	Evidence of successfully leading teams, with experience of; - Motivating people and creating high performing services - Empowering others to take decisions - Successfully managing wellbeing and resilience - Ability to plan for the future, with effective workforce planning skills	✓	✓	
Change and Innovation	Able to lead service through change, with experience of - Evidence of leading change programmes, bringing others on the journey with you. - Identifying and delivering innovative service delivery models - Able to create a culture of continuous improvement	✓	✓	
Collaboration	A collaborative leader, with evidence of - successfully in partnership across different sectors and fostering / harnessing partnerships. - Able to develop a culture of collaboration. - Political acumen and able to develop productive relationships with senior figures within an organisation	✓	✓	
Equality, Diversity and Inclusion	A strong focus on ability and personal commitment to equality, diversity and inclusion, with evidence of: - Delivery of inclusive services, understanding the challenges faced and how they can be overcome. - Evidence of developing people and services/teams recognise, respect and value individual needs to achieve a culture of inclusivity.	✓	✓	



	- Demonstrating personal commitment to the equality, diversity and inclusion challenges faced by our workforce and Nottingham's people.			
Technical Skills and Knowledge	Registered with Social Work England (SWE) and ensure that registration is maintained and renewed appropriately.	✓		✓
	Professional curiosity	✓		
	Collaborative, able to work in partnership	✓		
	Full UK driving licence and access car insured for business use	✓		✓
	Relationship building skills, socially confident and adaptable	✓		
	Emotionally resilient	✓		
	Strong writing and reporting plus evaluative skills to and advanced level	✓		
	Conscientious	✓		
	Evidence of the individual seeking out continual development opportunities, to include leadership, supervision, mentoring, coaching or similar.	✓		
	Demonstrates strong leadership in safeguarding practice by ensuring that all team members understand and comply with safeguarding principles and procedures relating to children and vulnerable adults. Able to identify and escalate potential signs of abuse or neglect and ensures appropriate action is taken in line with the Nottingham City Council Safeguarding Policy. Embeds a proactive safeguarding culture within the team by promoting professional curiosity, providing guidance, and ensuring that the welfare and protection of children and vulnerable adults are prioritised in all service delivery.	✓		
	Undertake other duties within the general scope of the post.	✓		
	Ability and willingness to travel both inside and outside the council area as required	✓		
	Ability to work outside normal office hours	✓		
	In accordance with Part 7 of the Immigration Act 2016 (Fluency Duty), the ability to converse at ease with	✓		

*This template is to be used for grades NCC-I up to NCC-K inclusively



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	customers and provide advice in accurate spoken English is essential for the post.				
	Take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness		✓		
Qualification requirement	Recognised qualification in Social Work (Degree, PGDip or MA/MSc) or equivalent.		✓		✓
A - Application	AC – Assessment Centre	D - Documentary Evidence			