

Job Description

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| Job title | Implementation Manager – The Promise |
| Accountable to | Head of Operations Scotland |
| Objectives | * To work closely with the Head of Operations in Scotland to drive forward policy and practice change within the organisation, membership and with external stakeholders in line with The Promise. * To review The Fostering Network’s child centric approach including the use of language within the organisation and wider membership to ensure alignment with The Promise. * To work with The Promise Team to the meet the aims required by The Promise Partnership. * To produce an impact report at the end of the project, including lessons learned, future plans and sustained changes made. |
| Hours per week | 28 |
| Location | Flexible, Scotland |
| Status | Fixed term contract for 1 year |
| Disclosure required?  (The post involves contact with children and/or access to confidential information about children and families) | Yes |

## Responsibilities and accountabilities

1. Review current practices and procedures within The Fostering Network, our members and external stakeholders and recommend alignment to The Promise where relevant.
2. Influencing external stakeholders’ agendas in line with The Promise.
3. Active involvement with The Promise Team including:
   * participation in The Promise Design School,
   * membership of relevant community of interest group and
   * quarterly engagement sessions with the Promise Team – knowledge sharing and diffusion on innovation.
4. Work with care experienced children and young people to inform the process and drive change within the organisation and wider network where needed.
5. Consult and work with foster families to ensure our internal policy and practice adopts a child centred approach in line with The Promise
6. Scope out potential new programmes for fostering which will align our work with The Promises vision.
7. Ensure the use of language within publications, policies and our membership is in keeping with The Promise and used by care experienced young people
8. Complete an impact report evidencing how changes have and will impact on The Fostering Network, the wider membership and children and young people.

## Management

*None*

## Budget

## None

## General statement

It is the nature of The Fostering Network that tasks and responsibilities are in many circumstances unpredictable and varied. All employees are therefore expected to work in a flexible way when the occasion arises and undertake tasks that are not specifically covered in their job description.

Person Specification

## Our Values

As an organisation, we believe that we make a difference to foster care and our people values are expressed in the work that we do:

We are TRUSTED

We are TOGETHER

We are VITAL

## Knowledge and Experience

**Essential**

* Experience of working alongside children and young people to drive forward change.
* Good understanding of issues relating to foster care and care experienced young people.
* Experience of operating at a senior level implementing and managing organisational change.
* Experience of working independently to meet predetermined targets and deadlines.
* Thorough knowledge and understanding of the findings of the Independent Care Review and The Promise in Scotland

**Desirable**

* Knowledge of legal and policy frameworks in foster care in Scotland.
* Experience of lobbying/influencing decision makers to implement positive change?

## Skills and abilities

* Excellent interpersonal skills, including good presentation skills and excellent oral and written communication skills;
* Self-motivated with the ability to prioritise, plan and undertake work in an effective manner;
* Demonstrate the ability to work with key stakeholders at all levels including fostering services, foster carers and care experience young people;
* Ability to work effectively within a team, by demonstrating cooperation and flexibility;
* Good IT skills, including Microsoft Office and database programmes;
* Ability to handle confidential information in a professional manner;
* Commitment to equal opportunities;
* Willingness to be flexible in response to needs of the project and organisation, prepared to work flexible hours, willingness to travel and commit to occasional overnight stays.

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## Additional Information

**Pay and conditions of service**

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| Band | The Fostering Network Band 4 |
| Salary | £28,014 - £42,021 (pro rata) |
| Annual Leave | 25 Days plus 5 Fostering Network days (pro rata) |
| Probationary period | 6 calendar months. |
| Notice period | 4 working weeks  One week during probationary period. |
| Hours of work | 28 per week |
| Pension | Optional. Money-purchase scheme and salary sacrifice option is available with AEGON:  Employee contribution is 3% of gross annual salary  Employer contribution is 5% of gross salary. |
| Season Ticket Loan | An interest free season ticket loan is available to all staff immediately. |
| Trade Union | The Fostering Network recognises the trade union Unite  and members of staff can join if they wish. |

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