

SENIOR ADVOCATE - DEVELOPMENT

TGP Cymru is one of the leading Wales based charities, which supports and represents vulnerable children, young people and families through a range of projects, training and campaigning. TGP Cymru services are funded by multiple funders and deliver services pan-Wales.



TGP Cymru Department: Advocacy Services

Responsible to: Manager for CTM Advocacy Service

Location: Home/Hybrid working

Purpose of role:

To research and develop a new and innovative children and young people's emotional health and tailored signposting advocacy model.

Accountabilities / Responsibilities

- Ensure strategic coordination and development of the service, working closely with line manager to identify opportunities, develop plans and monitor and evaluate areas for performance and quality.
- Recruit, induct, train, supervise / appraise and manage staff team in line with TGP Cymru's policies and legal requirements including Safeguarding Procedures as well as other associated guidance and corporate strategies.
- Develop a work plan for the service area – enabling an assessment of the service against objectives.
- Network appropriately with colleagues and the community, including developing awareness of TGP Cymru's services amongst relevant professionals.
- Speak up for children and young people and where possible enable them to speak up for themselves.
- Help children and young people to understand and participate in decisions that affect their lives; and represent their views, wishes and needs to decision makers – and seek remedies for breaches to human rights.
- Accompany children and young people to decision making forums and ensure that their views are represented – including negotiation with education staff, health professionals, and other professionals on a child / young person's behalf
- Assist young people in exploring options, understanding rights and making complaints.
- Monitor the quality of services against agreed performance indicators and standards and take any necessary action where the performance is below agreed indicators and standards.
- Manage service budget on a day-to-day basis and contribute to budget setting.
- Ensure the appropriate handling of any safeguarding concerns within the service.
- Comply with Social Care Wales' Code of Professional Practice for Social Care Workers.

- Assist the Team Manager to assess the Service's outputs against the framework of agreed outcomes by the monitoring of activity and the collection of appropriate information including feedback from service users.
- Comply with the TGP Cymru's policies and procedures to include finance, reporting, data management and safeguarding.
- Promote equal opportunities and anti-discriminatory practice through the work undertaken within post.
- Undertake such other duties and responsibilities as may reasonably be required by the Organisation and which are consistent with grade.

Performance Indicators

- Responsible for the delivery of key performance indicators and standards of practice.
- Quality of service and compliance against statutory, regulatory, organisational and best practice standards and requirements.
- Achievement of service and individual objectives and targets.

Line management responsibility (as of 30/05/24):

1 casual worker

Budget management responsibility (as of 30/05/24):

£21,000

Grade:

MS7

Working conditions:

37 hours per week with a flexible approach to the working week that will involve some weekend and evening working and occasional stay away from home overnight to attend meetings, conferences or training.

Travel to various locations across Wales and the UK is also required.

Values

The post holder will be:

- Honest
- Kind
- Trustworthy
- Respectful
- Open minded
- Empowering.

Qualifications

- A professional qualification in social work, youth and community work or related discipline such as Health and Education (desirable)

Skills and abilities / competencies

The post holder will be able to:

- Produce quality results in a service-orientated and timely manner and is committed to deliver agreed outcomes
- Give clear direction and provide a supportive environment in which parents can lead, learn, grow and take responsibility.
- Work well with colleagues and partners and acknowledge the different ideas, perspectives and backgrounds of others.
- Plan and organise work and manage time effectively.
- Communicate effectively i.e. express information and ideas in a clear, concise and accurate manner; listens actively and ensures information is shared.
- Be open to new approaches and ideas, respond positively to change and adapt quickly to new situations.
- Seek opportunities for continuous learning and professional growth.

Knowledge / Experience

The postholder will be able to demonstrate a sound understanding and record of achievement in the following:

- Advocacy
- Rights
- Project / Service Development
- Research
- Managing/ Leading a Team
- Working in partnership with parents
- Safeguarding

Other

- Display TGP Cymru values and behaviours at all times and actively promote them in others
- Commitment to equality and diversity
- Full driving licence and have access to transport (*In certain circumstances consideration may be given to applicants who as a consequence of a disability are unable to drive.*)
- Ability to speak Welsh (desirable)