

## Children's Home Responsible Individual (Operations Manager)

TriStar House Nuneaton

### Job details

#### Salary

£32,000 - £55,000 a year

Part Time Salary 25 hours - £32,000 - £42,000 per annum (depending on experience)

Full Time Salary 40 hours - £43,000 – £55,000 per annum (depending on experience)

#### Job type

Part-time/Full-time

#### Benefits

- **Flexible schedule**
- **Work from home**
- **Flexitime**
- **Loyalty bonus**
- **Performance bonus**
- **On-site Parking**

### Full Job Description

#### Children's Home Responsible Individual

We are searching for a highly experienced Responsible Individual to form part of the senior management team. We have an exciting opportunity to welcome an experienced RI to register a new Children's Care Home enabling you to make your mark from day one within the Warwickshire area.

We shall support you to succeed within this opportunity to progress your career and install your own ideas, plans and visions whilst also promoting the ethos and vision of Centauri Care's Residential Care Services. We want people to come to work each day excited at the prospect of making a positive impact on young people, helping keep them safe, enriching their lives, providing education and life skills training and help them and their families achieve better outcomes.

### Main Duties and Responsibilities:

- You will work alongside the team to finalise the set-up of a 3-bed home in Nuneaton for Children and young people requiring care.
- To be the Ofsted registered Responsible Individual for the children's home and act on behalf of the organisation to ensure the legal responsibilities are effectively discharged and measured. Acting as the main point of contact you will be responsible for the application and

registration with OFSTED for future care homes, with all the necessary documentation that entails.

- We hope that you are enthusiastic, highly motivated, experienced individual, who has the appropriate skills to set up and lead our new children's home through to Ofsted registration and take on the role of Registered Individual, creating a supportive team to deliver your objectives under our safety requirement policies. The ideal candidate will have a minimum of 5-years' experience working at a senior level within the Children's Care Sector.
- End to End Ofsted Registration Process and to be declared fit by OFSTED.
- To provide effective leadership and management of the home. Leading in shaping and developing the home, its systems, procedures, and protocols.
- To demonstrate an excellent understanding of the needs of young people within the care system.
- To hold extensive knowledge and understanding of the Children's Homes (England) Regulations 2015, the Guide to the Quality Standards, Ofsted's Social Care Common Inspection Framework (SCCIF) and other relevant statutory legislation, guidance, and good practice. Ensuring the home follows relevant statutory guidance and legislation to ensure that children and young people are helped and protected from harm and enabled to keep themselves safe
- To ensure a high standard of consistent care and service in accordance with legislation, government guidance, regulations and standards and the policies and procedures of the registered provider.
- To be able to supervise, support and holding to account of the Registered Manager whom you supervise.
- You will have the autonomy to oversee the management of placements within the home and to liaise with managers in formulating jointly agreed plans to ensure a coordinated approach to services for children and young people. Ensuring Centauri Care provide a comprehensive placement service through managing admissions to the children's home in partnership with all Local Authorities and other agencies.
- Ensuring there is sufficient staffing in the home to provide for the care of each child or young person and that staff have the experience, qualifications, and skills to meet the needs and provide continuity of care for each child or young person.
- To monitor care plans and placement plans, activities and community involvement, and provide oversight of individual care planning for all young people looked after in the Home designated to you.
- Supporting the managers in leading a culture in the home that helps children and young people aspire to their full potential, promotes their welfare, and have positive experiences.

- Ensuring that monitoring and review systems are implemented that enable the managers to understand the impact the quality of care is having on the progress and experiences of children and young people within the home.
- To ensure that electronic and paper administration systems are current and appropriate, that recorded information is accurate, and that timely data is provided by the Registered Manager.
- Reviewing and assessing the implementation of any Ofsted action plans from previous inspections or quality action plans including outcomes from regulation 44 visits within timescales.
- To ensure financial budgets ensure compliance with the Children's Homes regulations 2001 (amended 2011/14/15) National Minimum Standards and Ofsted's inspection frameworks.

### Skills and Experience

- Preferably you will hold a minimum of 2 years' managerial experience within Children's Residential Care. We require you to have at least two years of experience as a Responsible Individual or at least 3 years of experience as a Registered Manager.
- A strong background of successful residential children's home management is essential, preferably with knowledge of Ofsted requirements, working in challenging environments and leading excellence in care.
- Extensive knowledge of law and practice relating to looked after children and young people.
- A management qualification of at least or equivalent to Level 5 Diploma in Health and Social care for Children and Young people.
- To have completed the full registration process and declared fit by OFSTED for each assignment to a home.
- To uphold proven people management skills within a residential setting, including motivating, directing and delegating.
- A "Good" or "Outstanding" grade within your recent Ofsted Inspections.
- To uphold proven organisational and financial management/budgeting skills.
- Hold a full UK driving license and access to a vehicle.

### Working Hours and Environment

A flexible working pattern including the opportunity to work from home, providing you with an optimal work-life balance. Your working hours will be 40 hours per week. The hours will normally be worked between 9:00am and 6:00pm Monday to Friday, however you may be required to work evenings and weekends as and when necessary due to the nature of the role. You must be within

commuting distance of Nuneaton. Salary and Benefits £32k to £55k dependent on experience with a bonus scheme.

#### What We Can Offer you:

- Competitive salary up to £55,000 (depending on experience).
- Performance related bonus for achieving Ofsted ratings.
- Generous annual leave entitlement.
- Training and development.
- A flexible working pattern including the opportunity to work from home, providing you with an optimal work-life balance.

#### Additional Pay:

- Loyalty bonus
- Performance bonus

#### Benefits:

- Flexible schedule
- Work from home
- Flexitime
- Loyalty bonus
- Performance bonus
- On-site Parking

#### Schedule:

- 8-hour shift
- Monday to Friday

#### Applicant question(s):

- Why would you be suitable for this role?
- How many years of Management experience do you have in this sector?

#### Licence/Certification:

- At least or equivalent to Level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services
- QCF Level 3 Diploma in Residential Childcare (preferred)
- Diploma of Higher Education (preferred)
- Full Driving Licence

#### Work authorisation:

- United Kingdom (preferred)

Reference ID: CCRI/2024/459

Expected start date: October/November 2024