

Job Description and Person Specification

Team Manager

Job Details	
Grade	GRD9
Service	Partners Localities & Social Care
Location	City Wide
Job Evaluation Code	Y5067D

About Coventry City Council
We expect everyone who works for us to be committed to our One Coventry values and to share our commitment to becoming a more diverse and inclusive organisation: Open and fair: We are open, fair and transparent. Nurture and develop: We encourage a culture where everyone is supported to do and be the best they can be. Engage and empower: We engage with our residents and empower our employees to enable them to do the right thing. Create and innovate: We embrace new ways of working to continuously improve the services we offer. Own and be accountable: We work together to make the right decisions and deliver the best services for our residents. Value and respect: We put diversity and inclusion at the heart of all we do.

Job Purpose
As a Team Leader within Adults & Housing, you will lead and manage a multidisciplinary team. Your leadership will ensure the delivery of responsive and high-quality services that meet the diverse needs of adults with mental health challenges. You will be accountable for the effective management of resources, fostering collaborative relationships with healthcare professionals and service providers. Your role is pivotal in promoting inclusive and evidence-based practices, contributing to the development of Mental Health Services in the community.

Main Duties & Key Accountabilities

Managing the team, delegating to the Deputy Manager or Team Lead as appropriate, including recruitment, training, supervision, budgets and performance assessments
Coordinating the city-wide Approved Mental Health Professional function, participating in the rota, and assisting with implementing the Guardianship policy effectively.
Ensuring accurate financial reporting and expenditure management in line with organisational requirements
Contributing to service development and planning initiatives in collaboration with colleagues and external agencies
Contributing to charter standard requirements and the provision of national statistical information
Establishing and evaluating audit service requirements, setting performance standards for service provision
Liaising with undefined agencies to establish effective working relationships and promote joint initiatives
Promoting evidence-based and independence-focused practices within the team to ensure professional excellence
Maintaining partnership links with the Commissioning Team to contribute to future service mapping and commissioning
Participating in the Deprivation of Liberty Safeguards Authorisations rota and contributing to service planning processes
Developing new services, reframing existing ones, and seeking service user feedback to meet evolving needs
Utilising resources to provide flexible, tailored support and care packages, sensitive to individual needs

Key Relationships

External:	C&W Partnership Trust, Police, Independent and Voluntary Sector Providers
Internal:	Other Social Work Teams, Commissioning

Standard Information

Post holders will be accountable for

- carrying out all duties and responsibilities with due regard to Code of Conduct, Safeguarding, Health & Safety and the City Council's Workforce Diversity and Inclusion Policies. Duties which include processing of any personal data must be undertaken within the corporate data protection guidelines.
- attending any training and undertaking any development activities that are identified as mandatory/beneficial to their role.
- any other duties and responsibilities within the range of the salary grade.

Responsible for

Senior Practitioners
Approved Mental Health Professionals
Social Workers
Community Care Workers

Person Specification

Requirements

Knowledge

Have an understanding of Equal Opportunities Policy and its application to service provision for diverse users

Possess knowledge of legislation and guidelines relevant to adults with mental health issues, including the Mental Health Act and The Care Act

Be aware of the factors contributing to a positive industrial relations environment and procedures for grievance and disciplinary matters

Have a comprehensive understanding of Social Services and Health provision to meet various needs

Skills And Ability

Be able to work in an anti-discriminatory manner and develop effective working relationships with various stakeholders

Have the ability to manage budgets, including monitoring and projecting expenditure, and understand statistical and financial data

Have the capacity to support the most vulnerable through work across multiple service areas

	Be able to effectively manage performance and measure progress within a resource-constrained environment
	Be able to ensure service delivery aligns with the council's commitment to diversity and inclusion
Experience	Possess experience in assessment and care management for individuals with mental health problems
	Be experienced in supervising staff and have a minimum of two years' experience as an Approved Mental Health Professional
Qualification	Possess recognised accreditation as an Approved Mental Health Professional.