

Job Description and Person Specification



Job Description

Job Title	Parenting Lead
Grade	7
Service	Help & Protection
Reports to	Early Help Manager
Location	Citywide
Job Evaluation Code	L3785D



About Coventry City Council

Who we are: At Coventry City Council we are dedicated to making a positive difference to the services we deliver to the diverse citizens of Coventry. The work we do improves people's lives – from helping them into work to providing clean and green places to live, to keeping people safe and protected.

As a Coventry City Council employee, you have our ongoing commitment to your growth and development with opportunities to work across multiple service areas including customer contact, public health prevention and education and skills, adults and children's services and provide support for the most vulnerable.

Our aim is simple – to be globally connected, locally committed, deliver our priorities with fewer resources whilst effectively managing our performance and measuring our progress.

Our Values: 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:



About the Service your team will provide

Purpose of the role / Output

- To be responsible for the development, organisation and coordination of Coventry's Parenting support offer ensuring the delivery of evidence-based parenting programmes meet the needs of children and families as part of the Family Hub and Start for Life Programme.
- To oversee the work of the Parenting Practitioner team including leading practice and line management responsibilities.
- To lead on monitoring and evaluation of the parenting support offer including the collection, collation and analysis of data relating to outcomes and impact against the Family Hub and Start for Life Framework.

Main Duties & Key Accountabilities

Core Knowledge

- To lead on and coordinate the delivery of Coventry's evidence-based parenting support offer to families where needs have been identified that impact on children's lived experiences.
- To ensure that support is provided for families to engage in accessing services.
- To ensure effective working partnerships are maintained between relevant agencies in Coventry including Family Hubs, Social Care teams, local Health services, Schools, and other family support agencies.
- To promote good understanding amongst teams across a range of agencies about the value of parenting provision in improving outcomes for children and young people. Promoting effective practice including providing knowledge and advice for practitioners of evidence-based parenting interventions.
- To work collaboratively with colleagues and partners to ensure a coherent, joined up approach to parenting support for families in Coventry.
- To co-ordinate and facilitate peer support activities for parenting practitioners who deliver against the parenting support offer.
- To produce and present progress reports to a range of audiences.
- To develop and maintain clear and accurate recording systems and carry out regular monitoring and evaluation of the work of the team.
- To ensure that children, young people and their families are involved in and consulted about services affecting them and to support them in representing their views.
- This post contributes to the Coventry Parenting Strategy and will link with other agencies and parenting provision to enable families at all levels of need to access services.
- The Post holder will be expected to work flexibly working evenings and weekends as required.
- Any other duties and responsibilities within the range of the salary grade.

Key relationships

External Health Schools Early Years Settings Police Community groups and third sector organisations	Internal All service areas in Children's Services Adult Education Service Education Service
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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.

Smoke Free

The City Council is Smoke - Free. Smoking is not permitted on any of our premises or the surrounding land including car parking facilities.

Training

The postholder must attend any training that is identified as mandatory to their role.

Responsible for:

Staff managed by postholder:

Parenting Practitioners

Person specification

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Knowledge	
Knowledge and understanding of Coventry Safeguarding Children's Partnership Right Help Right Time guidance.	
Understanding of the benefits to children and families of partnership working and interagency approaches	
Knowledge of relevant evidenced based interventions for early help and family support including parenting programmes.	
Knowledge and understanding of child and adolescent development.	
Skills and Abilities	
Good written and verbal communication skills including the production of written recording, reports, delivery of presentations, training and advice and guidance to a range of different audiences	
Project management skills, including goal setting, forward planning, monitoring and evaluation and the use of data to inform service planning	
Ability to manage competing priorities, delegate and coordinate workloads	
Ability to establish effective working relationships with parents, professionals and organisations	
Facilitating groups and meetings with both professionals and parents	
Ability to use performance management systems	
Effective IT skills	
Experience	
Experience of delivering structured, evidence-based interventions including parenting programmes.	
Relevant experience of working with children and families	
Experience of working within multi-agency forums	
Experience of leading and managing change	
Qualifications	
Relevant qualification in teaching, early years, nursing, health visiting, youth or social work	
Demonstrate a commitment to continued personal and professional development	

Special Requirements

This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).

Date Created	Feb 2021	Date Reviewed	August 2022 July 2023 October 2024
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