

Job Role Profile Template



Role Title	Parenting Programme Training Lead
Directorate / Business Hub	Families
Grade	P04
Position Number	50101117
Date Prepared	14/02/2023

Purpose

To lead, develop, (including design), commission and co-ordinate the delivery of a range of evidenced based parenting programmes

Identify new programmes and national research which supports them and the relevance of their application to support new and emerging needs within LBWF

Lead on the review of existing referral process for parenting programmes aligned with single point of referral for all WF parenting offer.

Be responsible for the work of facilitators involved in the delivery of training and manage the quality of that delivery to ensure consistent high standards are being met and outcomes are realised for the parents that have been referred.

Facilitate supervision sessions for in house facilitators and monitor commissioned agencies providing supervision sessions for their facilitators.

Develop a borough wide strategic partnership with agencies involved with providing parenting support to families to ensure that the parenting programmes that are offered adhere to best practice, are evidenced based and are targeted, accessible and support mandatory attendance where parents have been referred through the courts and Children's Social Care.

Manage the preparation of reports (including reports for the courts) as required on participation and attendance at Parenting Programmes.

Work in partnership with local and national parenting networks and support the Parenting Champions Group, that formed as a result of the parenting programmes and whose mission is to support other parents who attend the parenting programmes. Strengthen the partnership working with the Waltham Forest Parent Forum to ensure parents with disability are supported around their needs in relation to parenting programmes

Develop and chair WF's Parenting network meetings for all providers of Parenting programme with Waltham Forest.

Strengthen the promotion and marketing of the programmes both with partners and within the LBWFs own marketing arrangements such as websites fairs/ events

Lead on the review of existing database used for parenting programme and the integration of data into the current systems used by EH 0-18 service. i.e. Synergy

Job Role Profile Template



<i>Generic Accountabilities</i>	<i>End Results/ Outcomes</i>
Manage and supervise the staff and volunteers in the delivery of the parenting programmes/parenting training	Ensure staff are held to account with set standards for delivering parenting programmes. Liaise with line managers to ensure this work is captured and reflected in appraisals
To have an understanding of issues around public safety, risk of harm and risk of offending affecting outcomes for children and young people.	Swift response to issues pertaining to risk and safeguarding particularly for the public accessing group interventions.
Champion the effectiveness and the value of parenting provision in improving outcomes for children and young people.	Ensure parenting programmes are well utilised and attended by actively promoting and engaging with partner agencies and staff
Develop and manage effective relationships with referring organisations such as Children's Social Care, schools and children's centres	Ensure that referrers are engaging and gaining consent and referring appropriate parents to attend programmes
Prepare the annual training and development strategy for the Early Help Division, specifically for the Parenting Support activity.	Ensure that staff are supported in services delivery by having access to relevant training and development opportunities.
Manage resources to support the delivery of parenting programmes/interventions	Resources required for the parenting programmes are ordered, stocked, organised and accessible for training
Undertake other duties appropriate to the grade of the post	Work as part of the wider Early Help agenda
Act at all times in accordance with appropriate legislation and regulations, codes of practice	Work within the requirements of the Councils' Health and Safety policy, performance standards, safe systems of work and procedures.
<i>Job Specific Accountabilities: (These accountabilities are likely to be service specific linked to the role)</i>	
Consider commissioning options for the parenting programme offer and prepare specifications and tenders	Ensure that the Early Help offer is cost effective, wide and varied.
Manage the delivery of commissioned contracts	Ensure that providers are fulfilling specifications.
Work with neighbouring boroughs/partners to negotiate and influence joint delivery/commissioning of programmes where there is a particular need	Maximise cost savings by negotiating with other boroughs.
Manage and assess risk individuals referred to the parenting programmes and decide on the intervention that is most	Ensure programmes are the best fit for the family needs

Job Role Profile Template



suited to the circumstances/need.	
Manage the quality of training being delivered by regular observation of practice and feedback to staff and managers.	Ensure consistent high standards are being met and outcomes are realised for the parents that have been referred by establishing a QA system.
Development of good practice network for practitioners /partners delivering parenting programmes/activities	Ensure staff are kept up to date with knowledge and skills relating to parenting practice/training
Persuade and negotiate with partner agencies to act as hosts, such as, schools and Children's Centres to plan and organise, evidence based parenting programmes to families across the borough.	Ensure joint working enables programmes to be accessible and hosted in the community
Train facilitators through demonstration of duties. Give supervisory support to those staff delivering parenting programmes.	Monitoring quality standards of delivery and offer ongoing support to training facilitators and up to date information coming from the national bodies for evidenced based parenting programmes
Facilitate and support newly trained parenting trained practitioners in the delivery of group programmes.	Ensure new staff are supported to build their training confidence and support with capacity to deliver the parenting programmes
Influence parent partnership networks to develop volunteer infra structures to train volunteers to accreditation in working with parents	Investigate the accreditation of EPEC programme with ALS.
Monitor and report on the effectiveness of parenting programmes delivered across the borough to senior boards	Regular monitoring and reporting on impact
Review and audit parenting programmes that are being delivered to assess impact and outcomes	Measuring impact, outcomes and cost benefits
Design and develop publicity in a range of contexts for the parenting programmes being delivered	Ensure information is up to date and available in various formats and locations
Work with lead training agencies such as SFSC, EPEC and Triple P to develop features of the programme	To support new and emerging needs and to ensure an inclusive and overall accessible programme

Strengthen the relationship with partners to adapt elements of delivery to support parents who are not in touch with their children	Target families that are most in need and vulnerable
---	--

Nature of Contacts

- Post holder is required to work with parents and to challenge how they raise their children, without disempowering them.
- work with senior managers and front line staff
- Manage business administration apprentice, facilitators and parent volunteers.
- Work in partnership with partner organisations, host venues and referrers
- communicate to a wide range of professional and parent audiences what programmes consist of and the expectations on parents./carers attending and the challenges they may face

Procedural Context

- Interpretation skills required to interpret complex information relating to parental needs and risk.
- Post holder is required to develop and implement strategies and contribute to the wider strategic frameworks for development of services to parents and families
- Post holder will be familiar with commissioning rules and tendering contracts

Key Facts and Figures

There is an internationally body of evidence which demonstrates the value of parenting programmes and the positive role they can play in providing parents with the tools and confidence to parent their children more effectively and to manage challenging behaviour more effectively.

Resourcing:

Shared responsibility for collocating individual course budgets. Monitoring of Parenting programme budget of 30-50k

Competency Level:

Principal Officer

Knowledge, Skills and Experience

(The following three areas represent a summary of the essential elements of the person specification)

Professional background in education, health or social care supported by appropriate qualifications and demonstrable experience

Experience of managing staff and volunteers within projects and programmes

Experience of motivating and engaging staff you don't line manage

Experience of leading on an area of work that requires championing and development

Experience of teaching or delivering training

Experience of developing and delivering intervention programmes for parents and young adults

Knowledge and experience of developing and embedding Quality Assurance Processes

Experience of evaluation and monitoring of effectiveness of service delivery

Experience of engaging effectively with parents/carers and young people
Substantial experience of working with parents/carers and young people
Knowledge of the new Early Help Strategy
Knowledge of Child Protection and Safeguarding issues
Experience of working with BME families, families who do not have English as their first language, disabled parents and parents with a child with special/complex needs
Knowledge of training and accreditation structures and national and regional award bodies
Substantial experience of delivering Parenting Programmes i.e. Incredible Years, Strengthening Families Programme, Triple P etc.
Knowledge of the life cycle of parenting and Systemic theory and practice in relation to families.

SPECIAL CONDITIONS:

- Enhanced DBS disclosure
- Ability/willingness to travel from location to location
- Some working outside normal office hours will be required

Indicative Qualifications

- Professional qualification in relation to children and families
- Accredited in an evidence based parenting programme such as Triple P or Strengthening Families
- Substantive Experience of teaching and or delivering training
- Experience of working with parents

The above profile is intended to describe the general nature and level of work performed by employees in this role. It is not intended to be a detailed list of all duties and responsibilities which may be required. This role profile will be supplemented and further defined by annual objectives, which will be developed in conjunction with the post holder. It will be subject to regular review and the Council reserves the right to amend or add to the accountabilities listed.