

Person Specification

Job Title: Panel Chair	Per Panel: £500
Base: Virtual	Team: Panel

Assessment method – A= application, I = Interview, T = test/presentation, R = references, S = shortlisting

Essential Criteria		Desirable Criteria	
Qualifications and Training			
<ul style="list-style-type: none"> Demonstrates a commitment to Continuous Professional Development with a willingness to increase knowledge and understanding of issues through reading, discussion, and training 	A /S	<ul style="list-style-type: none"> Professional qualification in social work Current registration with Social Work England (Essential is a QSW) 	A/S A/S
Knowledge and Experience			
<ul style="list-style-type: none"> Authority and competence to chair a panel, ensuring that the business is covered and that the panel operates in accordance with Regulations and the policies and procedures of the agency Experience, either professionally or personally or both, of the placement of children with foster families and of children being cared for away from their birth family Understanding of the purpose and function of panel and of the agency which the panel is serving Experience of chairing complex meetings Ability to manage the expression of strongly held but possibly conflicting views by panel members and to help the panel reach a recommendation which takes account of all these views Experience and understanding of the role of the independent sector in providing fostering services Track record of promoting and maintaining quality standards 	A/S A/S A/S A/S A/S I	<ul style="list-style-type: none"> Experience in a local authority family placement service or an independent fostering agency Experience of managing or supervising professional staff 	A/I A/I

<ul style="list-style-type: none"> • Understanding and appreciation of the effect of separation and loss on children • Understanding of the fostering process and practice and the legislative framework for the work of panel • Understanding of problems faced by children and young people who are looked after and barriers to success • Experience of working closely with multi agency professionals 	I A A A A A		
Skills			
<ul style="list-style-type: none"> • Good organisational skills • Ability to manage, lead, direct supervise and appraise staff • Ability to prioritise own workload and work to tight deadlines • Ability to process and analyse large amounts of complex and sometimes distressing information • Ability to identify key issues and possible solutions and to communicate these clearly with the agency, liaising with the decision maker and other senior managers • Ability to facilitate the active participation of all panel members in contributing to the panel's consideration of cases and recommendations • Excellent written and verbal communication skills, dealing effectively with colleagues and carers at all levels. • Ability to review each panel members performance, working with the panel advisor, when required ensuring that this is a helpful 	I I A/I A/S A/S A/I A A	<ul style="list-style-type: none"> • Ability to provide guidance and challenge to others, influence, develop and change the motivation and behaviour of others to achieve positive objectives 	A/I

<p>and constructive process for both the panel members and the panel as a whole</p> <ul style="list-style-type: none"> • Good mediation skills, with the ability to form strong working relationships and instil confidence when dealing with complex issues • Good advocacy, negotiation and influencing skills • Good standard of IT skills 	<p>A</p> <p>A</p> <p>A</p> <p>A</p>		
Safeguarding and promoting the welfare of Children and Young People			
<ul style="list-style-type: none"> • An understanding of safeguarding issues, and the legislative safeguarding framework • Commitment to promoting the welfare of children in foster care • Understands and is committed to the principles of confidentiality • Working knowledge of current UK childcare and the regulatory framework for Looked After Children • Recognises the limits of own authority within the role • Contribution to the production of the fostering annual report 	<p>A/I</p> <p>I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>		
Working within professional boundaries			
<ul style="list-style-type: none"> • Accepts responsibility and accountability for own work and can define the responsibilities of others • An understanding of and commitment to confidentiality 	<p>I</p>		
Personal Qualities			
<ul style="list-style-type: none"> • Treat people in a fair and non-judgemental way and with dignity and respect and promotes children and young people's equality, diversity, and rights • Resilient • Energetic and enthusiastic 	<p>I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>		

<ul style="list-style-type: none"> Committed to the best outcomes for children and young people Commitment to fostering as a way of meeting a child's needs, where this appears to be in the child's interest Demonstrates understanding and clear commitment to the values of the agency Understanding of the Not for Profit Sector Effective time management skills 	A A A		
Emotional awareness			
<ul style="list-style-type: none"> Demonstrates empathy for the concerns of others Listens to and understands directly and indirectly expressed feelings Shows respect for other's feelings, views and circumstances 	I I I		
Self awareness			
<ul style="list-style-type: none"> Has a balanced understanding of self and others Can demonstrate flexibility in approach Shows a realistic understanding of the challenges of working with children and young people Self sufficient and self motivated with the ability to work independently or in a team, recognising when issues need to be escalated or require input from others Willingness to contribute constructively to the annual review of their role as Panel Chair A willingness to increase knowledge and understanding of issues by attending training and developing skills via research, reading and discussions 	I I I A/I A		
Job circumstances			

<ul style="list-style-type: none"> • Ability to attend Panel meetings in designated office, as required. • Panels will be held virtually but there is a commitment to hold face to face panels if required 	A/I/S		
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