

Job Description & Person Specifications

Registered Manager-

Job Purpose

To provide strategic leadership, regulatory oversight and quality assurance for the residential family assessment centre, ensuring that services deliver high-quality, evidence-based parenting assessments within a safe, effective and compliant environment.

The Registered Manager holds overall accountability for:

- safeguarding and child welfare
- Ofsted compliance and regulatory standards
- quality and integrity of assessments
- performance and effectiveness of the service

The role is deliberately positioned to focus on oversight rather than day-to-day shift management, enabling strong governance, consistent practice standards and continuous service improvement.

Key Responsibilities

1. Strategic Service Leadership

- Provide clear strategic direction for the residential service
- Ensure the service aligns with SMF's Integrated Family Assessment Pathway
- Maintain oversight of service performance, outcomes and development
- Promote a culture of high expectations, accountability and learning

2. Quality Assurance and Practice Oversight

- Maintain oversight of all parenting assessments, ensuring they are:
 - robust
 - evidence-informed
 - child-centred
- Ensure effective systems are in place for:
 - monitoring practice quality
 - auditing case records and reports
 - identifying and addressing gaps
- Work closely with the Consultant Practitioner to strengthen practice quality and consistency

- Ensure that assessment work is clearly led by qualified social workers, in line with best practice

3. Regulatory Compliance and Ofsted

- Maintain Ofsted registration and ensure full compliance with all regulatory requirements
- Lead Ofsted inspections and regulatory engagement
- Ensure policies, procedures and practice meet statutory expectations
- Monitor and respond to Regulation 25 reports and other external scrutiny

4. Safeguarding Leadership

- Hold overall responsibility for safeguarding within the service
- Ensure robust safeguarding systems, decision-making and oversight
- Maintain visibility of all incidents, risks and concerns
- Promote a strong safeguarding culture across the team

5. Workforce Leadership and Structure

- Provide leadership and oversight of the residential staffing model, including:
 - Practice Leads
 - Assessing Social Workers
 - Family Practitioners
 - Consultant Practitioner (in partnership)
- Ensure:
 - clear role boundaries
 - effective collaboration between roles
 - appropriate staffing levels and skill mix
- Oversee supervision structures and staff development frameworks
- Support performance management and address capability concerns

6. Oversight of Operations (Non-Shift Based)

- Maintain oversight of:
 - staffing levels and rota effectiveness

- resource allocation
- service delivery across the house
- Delegate day-to-day operational leadership to the Practice Lead
- Ensure systems are in place for the service to run safely and effectively at all times

7. External Relationships and Service Development

- Maintain strong relationships with:
 - local authorities
 - commissioners
 - partner agencies
- Represent the service professionally and confidently
- Support referral pathways and service development
- Contribute to strengthening SMF's position within the wider system

8. Integration Across the Family Pathway

- Ensure residential services are effectively connected to:
 - outreach work
 - post-placement support
 - wider SMF programmes
- Promote continuity for families across different stages of support
- Support the development of a joined-up, whole-family approach

Role Boundaries and Working Relationships

To support the operating model:

- Practice Lead
 - Leads day-to-day shifts and operational delivery
 - Reports to RM
- Assessing Social Worker
 - Leads assessment, analysis and court work
 - RM oversees quality but does not direct case analysis
- Consultant Practitioner

- Leads practice quality, reflection and frameworks

Essential

- Qualified Social Worker (preferred) OR significant experience in residential childcare leadership
- Experience managing residential or regulated services
- Strong knowledge of safeguarding and regulatory frameworks
- Experience of leading teams and managing performance
- Ability to oversee quality and service delivery

Desirable

- Previous Registered Manager experience
- Knowledge of parenting assessment work
- Experience working with Ofsted inspections

Personal Attributes

- Strong leadership and decision-making
- Organised and accountable
- Calm under pressure
- Able to balance operational and strategic demands

Accountability

- Accountable for the residential service
- Reports to Head of Residential Services
- Responsible for compliance and service quality