



Anna Freud

Job Profile

Job title	Deputy Head of Service - Ealing SAFE Evolve
Reporting to	Head of Service - Ealing SAFE Evolve
Employer	Anna Freud
Salary	£56,999 FTE per annum, plus 6% contributory pension scheme
Location	Hybrid (a mixture of home/onsite working): staff are working onsite for at least 20% of their working hours, either at our London site (4-8 Rodney Street, London N1 9JH) or our Ealing site (Greenford Service Centre, Oldfield Lane South, Greenford UB6 9LB).
Working hours	Full-time (35 hours per week) or part-time (28 hours per week); usual working hours are Monday to Friday, 09:00 to 17:00
Holidays	27 days plus Bank Holidays FTE
Term of contract	Permanent

About Anna Freud

We are a world-leading mental health charity for children, young people and their families. Our purpose is to take everything that we have learned over the last 70 years, and to transform the mental health of current and future generations of children and young people, to close the gap between mental illness and mental wellness - and to create a more compassionate society for everyone. Our vision is a world where all children and young people are supported effectively to enable them to develop their emotional and mental health, build on their strengths and achieve their goals in life. Our mission is to close the gap in wellbeing and mental health by advancing, translating, delivering, and sharing the best science and practice with everyone who impacts the lives of children, young people and their families.

Purpose and overview of the role

The Deputy Head of Service is part of a new service commissioned by the London Borough of Ealing and represent an exciting partnership with Anna Freud. Safe Evolve, Early Intervention service consists of two teams, one a specialist schools outreach service and the second a community well-being team for children and families.

The service offers brief evidence-based individual and group interventions to address mild to moderate wellbeing needs largely using CBT-based treatment, trauma informed and Mentalization approaches. Work is also conducted jointly with existing professionals where young people present with more complex needs to strengthen the skills and competencies in the multi-agency network. The work takes place on an outreach basis in schools, family homes and other community venues as well as being conducted virtually.

The Deputy Head of Service post is designed to support the expansion and delivery of SAFE Evolve including direct interventions, consultation and training to professionals. The post-holder will also offer supervision and training to the team to support the development of staff.

Main responsibilities of the role

Clinical Delivery

- Respond to referral enquiries and screening;
- Offer telephone consultations to parents/carers and professionals to deliver support, clinical guidance and signposting to other services;
- Undertake assessments and outcome-focused, evidence-based interventions in partnership with children, young people, parents/carers and their networks to assess and respond to the psychological needs of children;
- Set up, deliver and evaluate group work programmes for young people and families;
- Set up, deliver and evaluate training for multi-agency professionals such as teachers and social care colleagues;
- Offer supervision to a range of clinical and non-clinical disciplines;
- Continually assess, monitor and evaluate risk to children and young people working within the appropriate children protection guidelines;
- Operate at all times from an inclusive values base, which recognises and respects diversity and ensures all work is sensitive to the needs of a range of ethnic, cultural and religious groups, is gender sensitive, anti-discriminatory and values diversity.

Outcome Monitoring and Service Improvement

- Support and participate in the evaluation, monitoring and development of SAFE Evolve;
- Establish and maintain collaborative working relationships with multi-agency partners to support the delivery of the service;

- Compile data and support the production of termly outcome monitoring reports for Commissioners;
- Ensure that user involvement and participation is embedded within the service.

Meetings

- Attend and participate in team meetings and supervisions in a manner that fosters a culture of team learning and continuous improvement;
- Represent SAFE Evolve at internal and external meetings including senior management meetings as required.

Administration

- Maintain the highest standards of clinical record keeping including electronic data entry and report writing.

Continued Professional Development

- Receive regular clinical supervision from senior professional colleagues;
- Gain additional experience and training relevant to SAFE Evolve;
- Contribute to the development and maintenance of the highest professional standards of practice, through active participation in internal and external Continuing Professional Development (CPD) training and development programmes;
- Take part in Anna Freud's annual review and development programme.

All employee responsibilities

- Maintain an awareness of and actively follow and promote Anna Freud's policies, including Equal Opportunities, Health and Safety, Safeguarding and Information Governance;
- Complete all Anna Freud mandatory training, including but not limited to Safeguarding, Health and Safety, Equality and Diversity and Information Governance, within the required timescales;
- The welfare of the children, young people and vulnerable adults who come into contact with our services either directly or indirectly is paramount and all staff have a responsibility to ensure that best practice is followed, including compliance with statutory requirements.

To be noted

This is not an exhaustive list of tasks; the employee will be asked to undertake other ad hoc tasks relevant with the scope and purpose of this role. This job description reflects the present requirements of the role, and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post-holder.

Person Specification

Before starting your application, please read the below in full to understand the requirements of this role. The key criteria which will help us to assess candidates are listed below. There is guidance to highlight at which stage the criteria will be assessed. **Please ensure all criteria listed to be assessed at application stage are evidenced in your supporting statement.**

Criteria	Assessment Method (Application/Interview/Task)
Qualification/training, experience and/or knowledge	
A recognised qualification and experience of working in a core profession of Child Psychotherapy, Family Therapy, Clinical Psychology, Social Work, Specialist Education or Child and Adolescent Psychiatry along with a registration with the appropriate professional body such as HCPC.	Application
Post-qualification training in evidence-based models of psychotherapeutic practice and help (e.g. CBT, MBT, IPT) and experience of working in a clinical setting with children, families and their networks, including working with complex cases.	Application/Interview
Experience of managing and supporting staff and delivering supervision.	Application/Interview
Knowledge of current childcare and safeguarding legislation, policy and practice in relation to children, families and mental health.	Application/Interview
Experience working on record keeping systems such as Rio or Mosaic and working with outcome measures in therapy.	Application/Interview
Experience of working cross-culturally as well as thinking about cultural issues in relation to clinical practice.	Application/Interview
Skills and/or abilities	
Ability to form good working relationships in multi-disciplinary settings with mental health and non-mental health professionals and experience of carrying out joint work and/or consultation.	Application/Interview
Ability to manage own workload and prioritise conflicting deadlines with little supervision and working remotely and keep accurate notes and records.	Application/Interview
Ability to use IT skills including Microsoft Word, Excel, Teams, Outlook and PowerPoint	Application/Interview/Task

(especially with delivering training and waiting list management).	
--	--

During the interview(s), candidates will be asked at least one question regarding our values, and one question regarding equity, diversity and inclusion (EDI). We expect everyone to actively demonstrate our values and inclusive behaviours in all areas of their work. **Our values and EDI statement can be viewed [here](#).**

Equal opportunity

We ask our people to share their diversity dimensions with us as it helps us to identify, tackle and prevent any bias appearing across the employee lifecycle at Anna Freud. Monitoring this information allows us to understand how well our efforts to improve diversity, equity and inclusion are working. Your responses will be held securely by our HR team in accordance with our privacy policy and will not be seen by recruiting managers or the interview panel at any stage of recruitment, therefore your responses will not form part of our selection process.

Further support

We want to ensure all candidates can access and apply for our vacancies equitably, if you require any additional assistance to apply or would like to find out more about the role, please contact us on recruitment@annafreud.org. We aim to provide reasonable adjustments where operationally possible for the work that we do.

Post-interview

If successful after interviewing, you will be notified verbally with a job offer and pre-employment checks will be initiated.