Social Care Institute for Excellence

Role description

Post:	Practice Development Consultant
Location:	Homebased
Contract type:	Part time/Full time
Contract length:	Fixed term until March 2028
Reports to:	Principal Consultant
Grade:	5
Line Manages:	N/A

Job Purpose:

The Practice Development Consultant role is a pivotal role in delivering SCIE's support to improve social care practice locally. The post holder will work to engage key stakeholders, working alongside local authorities, social care providers and people with lived experience to transform social care.

The post holder will transform care by working on a range of projects with leaders and practitioners to develop strengths-based practice which delivers impact, transform how services are commissioned, support the development of high performing leaders and teams, work with people who draw on support to coproduce care and support, support local authorities to prepare for assurance and develop place-based arrangements to support the integration of health and care.

The post holder should have well-developed consulting skills and experience working in complex project environments and with senior officers across social care, local government and local systems.

Main Duties

1. Work with colleagues to deliver complex improvement and consultancy projects for clients in health, adults and children's social care.

2. Work collaboratively and flexibly, to design and undertake consultancy and improvement projects, including diagnostics, change management projects, organisational and practice reviews.

3. Manage and deliver multiple complex projects to time, budget and quality through the development, communication and management of clear project plans, stakeholder liaison and risk management utilising SCIE's project Management approach.

4. Grow SCIE's commercial income by supporting business development activities such as developing and testing new offers, proposal writing and bid development.

5. Manage relationships with clients, building their understanding of SCIE's offers and products, selling other SCIE services that support the client.

6. Bring together, analyse and interpret multiple and complex qualitative and quantitative data to make recommendations about policy and practice.

7. Design and facilitate workshops and events, including coproduction events with people with lived experience.

8. Work collaboratively across SCIE and with external stakeholders to make efficient use of resources and budgets allocated to ensure value for money and timeliness of delivery.

9. Be competent and self-sufficient in Microsoft 365 applications and ideally have well developed skills in developing materials for clients in Word, Excel and Powerpoint.

10. Communicate clearly and to a high standard to multiple audiences including senior leaders, practitioners, people who use services and members of the public, producing high quality presentations and reports.

11. Represent SCIE in public and professional arenas.

12. Maintain professional expertise and knowledge on legislation, policies and practice up to date

13. Maintain the effectiveness and credibility of SCIE's work by keeping approaches to organisational improvement aligned with the latest legislation, practice guidance and research evidence and effective quality improvement methodologies.

Other tasks as may be required, commensurate with the level of the post

General responsibilities:

1. Embrace diversity and share in our commitment to equality of opportunity and to eliminating discrimination.
2. Have fun and challenge yourself at work, model the charity's values and abide by our policies and practices.
3. Show a clear commitment to working with people with lived experience in a sensitive and non-judgmental way to facilitate positive working relationships.
4. Work flexibly and positively contributing to good team working and the delivery of the SCIE's objectives through matrix working.
5. Other tasks as may be required, commensurate with the level of the post

PERSON SPECIFICATION

Person Specification

1	**Aptitude/abilities/skills** • Excellent project management skills and ability to plan, monitor, track and deliver complex projects reprioritising an emergent and variable workload • Advanced evaluative skills, incorporating ability to critically appraise quality and explore organisational explanations with good analytic skills and detailed familiarity with organisational quality improvement methods, including auditing. • Excellent communications skills, with the ability to write for, and present to, and facilitate discussions, with a wide range of stakeholders, including senior leaders, managers, practitioners and people who use services and carers. • Excellent budget management skills and ability to cost and bill for work in an accurate and timely manner.
2	**Education/knowledge** • Demonstrable knowledge of Social Care Policy with current or recent practice and management expertise in safeguarding, adult social care, mental health, health or children's social care
3	**Experience** • Demonstrable experience of developing organisational strategy, conducting strategic reviews and developing strategic business cases. • Demonstrable experience of designing new operating models and process re-design. • Current or recent experience of delivering complex and organisational change projects in local government, health, social care, and voluntary and community sector organisations

	• Experience of assurance, quality assurance or quality improvement either within a public sector organisation, a regulatory body or within a provider setting. • Experience of managing a wide range of stakeholder relationships including with people who use services, their supporters, practitioners, policy makers. • Experience of positioning offers and products and selling these to clients. • Experience of establishing and maintaining effective, collaborative working relationships and supporting colleagues.
4	**Personal Characteristics** • A commitment to SCIE's values. • A clear understanding of, and commitment to, equal opportunities and diversity, and the commitment to promote high standards of conduct, integrity and probity. • A proactive approach to problem-solving and innovation. • The ability to work effectively from home with experience of using ICT effectively (including Microsoft Office and project management systems and tools) and use data in accordance with GDPR principles
5	**Desirable criteria** • Experience of working of working on projects in Northern Ireland, Scotland and Wales. • Experience with policy development.