


Job Description			 Nottinghamshire County Council
Title Youth Offending Team Locality Manager	Service Group Children, Families Cultural Services	Post Ref Add Ref	
Job Purpose To lead on the operation of statutory youth justice services within named districts within Nottinghamshire			
Key Responsibilities 1. Personally and through team members to deliver the targets set down in the service business plan and annual youth justice plan. 2. To resolve any service delivery issues within available resources. 3. To improve the performance of operational staff with particular reference to reducing re-offending, safeguarding and public protection. 4. To provide an effective service to the Courts and criminal justice partners, victims of crime and offenders and their families. 5. To act as a professional exemplar in carrying out the above duties with a 'can do' attitude. 6. To deploy and manage assigned budgets and to take corrective action where appropriate in liaison with the Operations Manager. 7. To build positive relationships with other staff and colleagues. 8. To inform the Operations Manager of any changes in the operational environment including customer satisfaction issues.		Key Accountabilities 1. Specified service targets within agreed resources 2. Effective supervision of youth justice practitioners to secure high levels of performance 3. Effective management and deployment of an identified budget 4. Alert the Operations Manager of issues that could affect performance 5. To ensure that all case management, safeguarding and public protection practice complies with local and national policy and guidance 6. To monitor the performance of staff and local arrangements and protocols for the delivery of youth justice services	

9. To develop and maintain relationships with other agencies including adhering to partnership arrangements in respect of seconded staff.	
The post holder will perform any duty or task that is appropriate for the role described	

Person Specification

<p><i>Education and Knowledge</i></p> <ol style="list-style-type: none"> 1. Evidence of continuous professional development. 2. Knowledge and understanding of the main issues affecting the service area. 3. Knowledge of effective practice and risk and responsivity within youth justice practice 4. Knowledge of the principles and practice of: <ul style="list-style-type: none"> • effective people management; • excellent customer service; • appropriate risk management; • budget management 5. A professional qualification relevant to youth justice in either policing, probation or social work 	<p><i>Leadership and Management Skills</i></p> <ol style="list-style-type: none"> 6. Can demonstrate the abilities to drive the team toward key outcomes, able to provide a positive example by working efficiently, thinking about and taking action to anticipate opportunities and deal with emerging issues. 7. Able to empower staff to develop ideas for increasing efficiency, managing the team to be ambitious but realistic in achieving the highest possible performance levels. 8. Ability to identify issues that could impact on service delivery and develop a number of options to mitigate these issues 9. Able to ensure that staff are deployed as efficiently and effectively as possible, in line with customers' needs, changing priorities, national changes and performance levels.
<p><i>Experience</i></p> <ol style="list-style-type: none"> 10. Minimum 3 years experience within criminal justice or children's services 11. Experience of planning and organising team work or co-ordinating complex activities 12. Experience of operating in a multi-agency environment 	

Role Dimensions

13. To manage the day-to-day operations of the statutory youth justice services within defined districts.
14. To manage a budget of £0.5m
15. To manage 12-14 youth justice practitioners, including staff seconded from partner agencies
16. To contribute to out of hours duty and on-call cover as required

Date 12/01/2011