



**Cumberland
Council**

Post Specification

Date	April 2025
PG Number	8536
Post Title	Team Manager Inclusion - Access to Education / SEND / Social Care
Job Family	People Care and Development
Job Family Role Profile	PCD16
Final Grade	16

To be read in conjunction with the job family role profile

Service Area description	
Inclusion Service which works with vulnerable children and young people to ensure their needs are adequately assessed and provision made enabling them to access learning and social opportunities which support them achieve their potential.	
Purpose of this post	
To act as the lead Access and Inclusion advisor to the Access to Education, SEND or Social Care teams within Inclusion which supports children, young people and their families to ensure access to education.	
Key job specific accountabilities	
<ol style="list-style-type: none">1. Provide leadership to the Access and Inclusion Service team within Inclusion ensuring that expertise and resources are allocated effectively to maximise impact for children and young people.2. To line manage a team of Inclusion officers across Cumberland, ensuring high levels of performance and behaviours across the team including effective budget management.3. Ensure high levels of performance and behaviours by taking the lead role in over seeing all aspects of the Exclusion, CME and school attendance legal process.4. Be an active member supporting the service manager in developing and delivering services and outcomes within the Directorate and Council Plans.5. To contribute to the development of the wider Inclusion team and the improvement of services for children, young people and their families	
Please note annual targets will be discussed during the appraisal process	
Key facts and figures of the post	
Budget Responsibilities	<ul style="list-style-type: none">• Up to £150,000
Staff Management Responsibilities	<ul style="list-style-type: none">• A team of Access and Inclusion Officers across Cumberland council.
Other	<ul style="list-style-type: none">•
Essential Criteria - Qualifications, knowledge, experience and expertise	
<ul style="list-style-type: none">• Degree/relevant professional qualification and/or teaching qualification (Access to Education/SEND) or qualified and experienced Social Worker (Social Care)• Significant evidence of relevant ongoing professional development• Substantial experience of work with children and young people.• Significant management experience in a local authority and/or education setting.• Demonstrable substantial experience of delivering effective services and service improvement.• Substantial experience of building strong multi agency partnerships in delivery of services.	

<ul style="list-style-type: none"> Ability to communicate clearly and effectively with a range of people including partner agencies in conflict and families in crisis. 	
Disclosure and Barring Service – DBS Checks	
<ul style="list-style-type: none"> This post requires a DBS check. The level of check required is: <ul style="list-style-type: none"> DBS Enhanced – Children 	
Job working circumstances	
Emotional Demands	<ul style="list-style-type: none"> Normal
Physical Demands	<ul style="list-style-type: none"> Normal
Working Conditions	<ul style="list-style-type: none"> Normal
Other Factors	
<ul style="list-style-type: none"> 	