



The Edmund Trust

Job Description

Job Title: Positive Behaviour Support Manager

Date : September 2020

1. Job Details

Line manager: Head of Operations

2. Values

Demonstrates behaviours that are consistent with our Core Values:

- Commitment
- Collaboration
- Positive Interactions

3. Job Details (Description of main purpose of job):

- Provide excellent Positive Behaviour Support and respond to referrals requiring behaviour support;
- Provide direct Positive Behaviour Support in setting up and delivering on behaviour support plans, by working alongside teams and PROACT SCIP ® UK instructors to develop outcomes, skills and knowledge within the services;
- Ensure services are focused on enhancing the quality of life of people supported, promoting personal skill development and reducing/eliminating the use of restrictive practices.
- Responsible for: Leading and supervising a team of PROACT SCIP ® UK instructors

4. Job Summary

- Lead the provision of good practice support in the delivery of Positive Behaviour Support Plans
- Ensure delivery of person-centred support
- Complete the Functional behaviour assessment/analysis and implement Behaviour Support Plans in collaboration with support teams, families and professionals involved within multidisciplinary teams
- Support the growth and development of services, in line with the business plan
- Train staff teams in Positive Behaviour Support and PROACT SCIP ® UK
- Support the Head of Operations

5. Key Accountabilities

A) Setting Direction

1. Identify the contexts for change

- Anticipate and prepare for the future by scanning for ideas, best practice and emerging trends that will have an impact on social care outcomes and Positive Behaviour Support
- Translate the implications of change into training, implementation and delivery of Behaviour Support Plans
- Implement and embed a positive behaviour support approach across the organisation.
- Follow BILD and the Restraint Reduction Network's guidance

2. Applying knowledge and evidence

- Support and encourage teams in delivering Positive Behaviour Support
- Use knowledge and evidence to improve management of risk
- Ensure the competence of the teams through assessment, training and support
- Support the development of individual team members' skills in the interpretation of

- Behaviour Support Plans and the review process
- Promote and demonstrate the least restrictive means of support.

3. Making decisions

- Provide advocacy for the organisation
- Act in a manner consistent with the values and priorities of the organisation.
- Follow relevant legislation

4. Evaluating impact

- Model and encourage teams to find ways to enable people who use services to gain real control over their care and support
- Overcome barriers to implementation and disseminate good practice
- Keep full and accurate documentation and records related to your work.

B) Working with Others

1. Developing networks

- Identify and engage with other organisations incl. commissioners and other professionals, to ensure the requirements of people we support are met
- Take part in Multi-Disciplinary Team meetings as required.

2. Building and maintaining relationships

- Support teams to value and promote effective and respectful relationships between people
- Communicate effectively with individuals and groups and act as a positive role model
- Encourage effective communication about Positive Behaviour Support between the staff team, line managers and other relevant parts of the organisation
- Intervene personally to establish good relationships to support people to live the life they want.

3. Encouraging contribution

- Support teams to take into account a person's whole life, including physical, mental, cultural, emotional and spiritual needs when implementing Positive Behaviour Support
- Leading the team of PROACT SCIP ® UK instructors to contribute to the further development of Positive Behaviour Support across the organisation.
- Ensure the delivery of PROACT SCIP ® UK practice sessions

4. Working with teams

- Support Service Managers to provide Positive Behaviour Support within their services
- Be a mentor for new colleagues who join support teams
- Maintain a personal style that gets the best out of teams across the organisation
- Complete the Functional Behaviour Assessments and implement Behaviour Support Plans in collaboration with support teams, families and others
- Provide planned and short notice support to teams as they work through crisis situations and at times of need for additional, focused, hands-on support

C) Improving Services

1. Ensuring the safety of people we support

- Comply with Cambridgeshire County Council's Physical Intervention Policy
- Ensure the safety of people we support and staff, through the development of Positive Behaviour Support Plans and risk assessments
- Encourage teams to support people to take positive risks, safely, through risk assessment and the development of Positive Behaviour Support Plans
- Instill a "safe to challenge" culture within teams
- Ensure safeguarding procedures are followed
- Respond to crisis situations in which a person is posing a risk to themselves and/or others and there is a risk of placement breakdown/hospital admission.

2. Critically evaluating

- Obtain and act on the feedback and experiences of people we support and their teams
- Plan and take action to implement and evaluate improvements
- Provide expertise to Service Managers, in order to drive the quality of services delivered to meet 'outstanding' ratings from inspectors; "good" as a minimum
- Provide expertise to Service Managers in order to deliver services that meet Local

- Authority Complex Framework requirements and that satisfies external inspections
- Monitor the agreed implemented Behaviour Support Plans to check on consistency of approaches and coaching/advising teams, when inconsistency is evident.
3. Encouraging improvement and innovation
- Ensure that the support is designed around the contributions that people can make as well as their needs, promoting community presence
 - Develop creative solutions to transform services and support
 - Model and create a culture of improvement.
4. Facilitates transformation
- Motivate and focus teams to accomplish and embrace change to through a Positive Behaviour Support culture
 - Embed Positive Behaviour Support through own practice, delivery of training and leading the team of PROACT SCIP ® UK instructors.

Corporate Compliance

- To undertake training as requested by the Company
- To adhere to the Company's policies, including Health and Safety and Equality and Diversity
- To adhere to confidentiality and security of information at all times and in line with the Data Protection Act and GDPR

To carry out any other duties as reasonably requested from time to time

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Note: Post holders have a responsibility to comply with and promote The Edmund Trust values and policies, including Health & Safety and Equality and Diversity.

This job description is not intended to establish a fully comprehensive list of tasks but outline the main role responsibilities.