

## JOB DESCRIPTION

| Additional Responsibilities Role |          |                        |                 |
|----------------------------------|----------|------------------------|-----------------|
| <b>Job Title:</b>                | PBS Lead |                        |                 |
| <b>Department:</b>               | PBS Team | <b>Accountable to:</b> | Deputy Director |

### Purpose of the Post:

To ensure that PBS is consistently and effectively embedded across the organisation. To support staff to feel empowered to confidently use their knowledge of PBS to improve overall quality of life for the individuals we support. Promoting an organisational culture of kindness and compassion. Support the PBS team to champion PBS and the reduction of restrictive practices across the organisation.

### Duties and Responsibilities:

1. Lead the PBS team in implementing and embedding effective PBS across the organisation.
2. Facilitate multi-disciplinary team meetings throughout the organisation and with wider professionals to identify clear actions and outcomes to improve quality of life for the people we support.
3. Ensure Positive Behaviour Support plans and debriefs are effectively audited to ensure consistency of approach.
4. Support teams by introducing interventions where inconsistency in approach has been identified.
5. Monitor the use of restrictive practices across all services within the organisation with the aim to reduce/eliminate these.
6. Contribute to the organisational training package to support effective implementation of PBS.
7. Provide ongoing proactive support to teams in addition to providing short notice support during challenging periods.
8. Contribute to policies and procedures relating to PBS and other related areas.
9. Keep accurate documentation and records related to the work of the PBS team.
10. Be responsible for providing regular supervision to the PBS team, considering their continued professional development.
11. To adhere to the organisational policy, procedure, and code of conduct.

## PERSON SPECIFICATION

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| <b>Additional Responsibilities Role</b> |                 |                        |                 |
| <b>Job Title:</b>                       | PBS Team Leader |                        |                 |
| <b>Department:</b>                      | PBS Team        | <b>Accountable to:</b> | Deputy Director |

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| <b>Person Specification</b>   |  |
| <b>Qualifications</b>   |  |
| <ul style="list-style-type: none"> <li>BSc Hons degree in an associated or related field.</li> <li>Level 5 Diploma in practice leadership or PBS.</li> <li>Full UK driving license with an expectation to travel to our services across the East Midlands and Northampton.</li> </ul>   | <p>Desirable</p> <p>Essential</p> <p>Essential</p>   |
| <b>Knowledge / Experience</b>   |  |
| <ul style="list-style-type: none"> <li>Minimum of 2 years of experience working with individuals with autism.</li> <li>Familiarity with current practice in person centred planning, PBS practice and reducing restrictive practices. With a commitment to evidence and values-based practice.</li> <li>Confident and knowledgably in taking a lead role in supporting people and guiding others through difficult situations.</li> <li>Experience of delivering training/presenting to others.</li> <li>Experience of coaching/mentoring others. Ability to support and guide colleagues in their own development and the delivery of high-quality support.</li> <li>Knowledge and understanding of government initiatives and regulatory requirements related to the care and education sectors.</li> <li>Ability to operate effectively as part of a multi-disciplinary team both internally and externally.</li> <li>Ability to use assessment tools and analyse data collated to support the development and implementation of effective Positive Behaviour Support plans.</li> <li>Ability to lead, motivate and inspire the PBS team on a daily</li> </ul> | <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Essential</p> <p>Desirable</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> |

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| <p>basis through effective management.</p> <ul style="list-style-type: none"> <li>• Commitment to embedding effective PBS across the organisation.</li> <li>• Good time management skills and organisational skills for self and the PBS team.</li> <li>• Ability to evaluate and monitor service delivery.</li> <li>• Good spoken and written English skills with experience of report writing.</li> </ul>   | <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>  |
| <p><b>Personal Qualities</b></p> <ul style="list-style-type: none"> <li>• Ability to advocate for the best interests of the people we support including challenging in a constructive and professional manner.</li> <li>• Commitment to improving opportunities, outcomes and the quality of life for the individuals we support.</li> <li>• Able to respond in a calm, appropriate and supportive manner under pressure.</li> <li>• Ability to work in a flexible way and respond to change.</li> <li>• Good level of problem-solving skills.</li> <li>• Good communication and interpersonal skills.</li> <li>• Have an understanding of and empathy for the people we support.</li> <li>• Have motivation and drive to identify and overcome obstacles. With ability to engage in reflective practice in order to change your approach when required.</li> </ul> | <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> |

**Please note:** This job description is not exhaustive and reflects the type and range of tasks, responsibilities and duties that are associated with the role. Therefore, you may be asked undertake other duties as required by your line manager.

The postholder will be required to undergo and obtain a satisfactory Enhanced Criminal Records Bureau Disclosure.

Disability Discrimination Act 1995

The ways in which a disabled person meets the criteria for a post must be assessed as they would be after any reasonable adjustments required had been made. If appropriate, disabled candidates should indicate on the application form if they have needs which should be considered at the short listing stage.

**Salary £35,000**