

Launch Lead

What would you be doing?

To effectively lead and motivate your team ensuring a positive workplace culture. Ensuring the service meets contracted and organisational delivery requirements. Maintaining an up-to-date knowledge of legislation, local and national policies regarding children and young people's services. To work with internal and external stakeholders to maximise opportunities available to young people accessing the service. Please contact us for a full job profile.

Leadership & Team Management

- Lead and manage service staff, including supervision, caseload oversight, appraisals, and performance reviews.
- Manage on site office conduct of team working in shared office spaces.
- Prioritise team workload to meet performance targets and service delivery standards.
- Provide out-of-hours on-call support when required. You will be part of a rota.

Service Delivery & Compliance

- Oversee the effective running of the service, ensuring compliance with contractual, partnership and organisational requirements.
- Implement service improvement plans and contribute to audits and reviews.
- Complete all required data collection, reports, and administrative tasks within specified timeframes.

Safeguarding & Risk Management

- Support staff in identifying, managing, and reporting safeguarding concerns.
- Maintain a sound understanding of safeguarding responsibilities and respond to concerns in partnership with the line manager.
- Assess and manage risks associated with young people, including complex behaviours.

Young Person Support & Engagement

- Work collaboratively with young people to plan and deliver outcome-focused interventions.
- Liaise with external agencies to ensure holistic support and access to specialist services.
- Work with partnership agencies to deliver specialist advice services to young people.
- Promote opportunities and positive outcomes for young people through stakeholder engagement.

Professional Standards & Development

- Maintain up-to-date knowledge of relevant legislation, policies, and best practices.
- Participate in performance reviews, team meetings, and ongoing professional development.
- Ensure high standards of communication and confidentiality in line with the Data Protection Act.
- Uphold all organisational policies and procedures.

Skills and Experience and Person specification

Category	Requirement	Essential	Desirable
Qualifications & Training	Relevant professional qualification in social care, housing, or related field		✓
Experience	Recent line management experience	✓	
	Experience in service improvement, change management, or evaluation	✓	
	Assessing support needs and delivering interventions to young people	✓	
	Collaborative working with stakeholders and professionals	✓	
	Supporting children/young people in housing or support services	✓	
	Working in a busy office environment		✓
Knowledge	Child protection and safeguarding	✓	
	Issues affecting young people		✓
	Housing, social care, and welfare legislation	✓	
Skills	Strong written and verbal communication	✓	
	Time management and organisational skills	✓	
	Managing complex caseloads	✓	
	Handling challenging situations and maintaining boundaries	✓	
	IT proficiency and experience with records systems	✓	
	Preparing reports and publicity materials		✓
	Self-motivation, enthusiasm, and a sense of humour	✓	
General Attributes	Empathy and interest in young people's development	✓	
	Ability to work independently and evaluate performance	✓	
	Car driver with access to a vehicle for work purposes	✓	

These key responsibilities are not necessarily an exhaustive list of duties but are intended to reflect the range of duties the post-holder will perform.