

Job Description

Panel Member

Homeworking

TACT is a homebased workforce. We recognise the benefits that flexible home working creates for both the employer and the employee, but we also encourage staff to meet face to face for regular supervision and the social and wellbeing benefits of team working. Where roles involve meeting with carers and children and other agencies, the expectation is that employees will live within a reasonable travelling distance to carry out those duties. As a remote working organisation, we are committed to work with our staff to enable consistent inclusion and engagement across the organisation to ensure the optimum standards of service for our carers and children.

Overall Purpose

TACT is the largest fostering charity in the UK providing fostering and adoption services. Each regional area has its own Fostering Panel which approves, and reviews foster carers and works in close partnership with TACT and the local Area Manager to deliver the best possible foster care service.

The Office Holder role of panel member is to help assess the suitability of foster carers presented for approval.

Core Tasks

1. To read the circulated papers carefully before the meeting and to attend the meeting prepared to raise issues and to contribute to the panel discussion.
2. To take responsibility for participating in the making of a recommendation, on each case, drawing on both personal and professional knowledge and experience.
3. To attend at least 75 per cent of meetings of the panel.



4. To be prepared to attend additional panels if possible, if requested.
5. To participate, with other panel members, in advising on policy and procedural matters as required.
6. To address diversity issues and promote anti-discriminatory practice.
7. To safeguard the confidentiality of all panel papers and panel discussions.
8. To participate in panel induction and in panel training, which will be at least one day per year
9. To participate constructively in the annual review of their panel membership, if this is an agency requirement.

PERSON SPECIFICATION	E (Essential) D (Desirable)
Education / Qualifications - A social work qualification will be necessary for at least one panel member Social Work England/Scottish Social Services Council/Social Care Wales – If a practising social Worker. - Relevant qualification and professional registration in other appropriate specialist area of employment e.g. health or education.	E
Experience - Experience, either professionally or personally or both, of the placement of children in foster families or of children being cared for away from their birth family. - Other relevant experience e.g. in relation to health or education.	E E
Knowledge - An appreciation of the effect of separation and loss on children. - An awareness of the richness of different kinds of families and their potential for meeting children's needs. - Some understanding of the purpose and function of the panel and of the agency which the panel is serving, or a willingness to learn.	E E D
Ability and Skills - Good listening and communication skills. - The ability to read, process and analyse large amounts of complex and sometimes distressing information. - The ability to make an assessment and to form a view, based on the written and verbal information presented to panel and the confidence to articulate this at panel. - The ability to use personal and / or professional knowledge and experience to contribute to discussions and decision-making in a balanced and informed manner. - The ability to work co-operatively as part of a multi-disciplinary team. - The ability to attend at least 75 per cent of panel meetings, arriving on time and to attend at least one training day each year.	E E E E E E

PERSON SPECIFICATION	E (Essential) D (Desirable)
Personal Attributes • A commitment to keeping children within their own family or community where this is possible and to maintaining contact between children living in foster families and their biological families where this appears to be in the child's best interests. • A commitment to fostering as a way of meeting a child's needs where this appears to be in the child's best interests. • A commitment to safeguarding and promoting children's welfare in foster care • A valuing of diversity in relation to issues of ethnicity, religion, gender, disability and sexuality. • An understanding of, and a commitment to, the need for confidentiality. • A willingness to increase knowledge and understanding of issues through reading, discussion and training. • A willingness to contribute constructively to the annual review of their panel membership, as required, to that of other panel members and the Chair.	E E E E E E E
Other	