

Job description

Job Title	Regional Manager
Reports to	Head of Area Operations
Responsibilities	<ul style="list-style-type: none"> • Effective management of assigned services, ensuring high standards of support delivery • Ensure that all teams are actively engaged in the Wheel of Engagement allowing the people we support to live safe and fulfilling lives. • Managing all team members in a way that is fair and consistent. • Ensuring compliance with internal policies and procedures, legislation, external bodies, and quality standards. • Monitoring and delivering financial performance in line with agreed targets and budgets. • Driving growth by maximising occupancy and supporting new developments. • Developing positive relationships with all key stakeholders including commissioners and families to positively promote Achieve together. • Acting as a positive role model to all team members by supporting organisation wide initiatives and working collaboratively across Achieve together. • Any other tasks or duties as confirmed by your Manager/Director.
Accountabilities	<p>Managing People</p> <ul style="list-style-type: none"> • Providing effective support and coaching for service managers. • Support recruitment, induction and development of team members. • Be visible and accessible in services, providing advice and guidance as required. • Assist in performance, absence and people management issues in line with our policies. • Monitor team member activity and trends, including training compliance and adherence to internal policies and reporting. <p>Managing quality and budgets</p> <ul style="list-style-type: none"> • Ensure that the people we support are appropriately safeguarded and team members understand safeguarding /POVA and whistleblowing processes. • Ensure that all teams are actively engaged in the Wheel of Engagement • Implement effective annual planning processes and ensure that each service has its own service development plan with agreed targets and budgets. • Take full financial accountability for financial management and reporting.

	<ul style="list-style-type: none"> • Timely address of occupancy challenges in collaboration with the assessment and referrals team. • Adherence to quality management requirements including undertaking regular audits and implementation of agreed quality improvements. • Oversee services maintenance requirements and ensure compliance with Health and Safety requirements.
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Person Specification

Knowledge and Experience	<ul style="list-style-type: none"> • Minimum 3 years in a managerial role, ideally in social care or regulated sectors. • Ability to manage financial budgets and reporting requirements. • Demonstrable experience of delivering excellent services and best practice including awareness of formal non-verbal communication methods. • Proven ability to develop and maintain good working relationships both internally and externally. • Effective verbal and written communication skills. • Proficient in use of IT systems. • Knowledge of safeguarding systems, processes and compliance activity.
Qualifications & Requirements	<ul style="list-style-type: none"> • NVQ4 (minimum) in social care or equivalent • Full driving licence • Flexible (management rotas/weekend working), with occasional overnight stays

