



Job Summary Overview

Job title	Practice Supervisor
Career family	People Care
Professional pathway	Social Care and Education
Professional Pathway level	Team Leader / Manager (Tier 6b)
Grade	13 (if in Home First Service 5% enhancement for on call cover as part of a rota to ensure an effective 7-day working/365 days per year model of working)
Reports to	Team Manager
Financial responsibility	Responsible for scrutiny and authorisation of the commitment of financial resources within the scheme of delegation for authorisations up to £50K per year and ensuring colleagues use public funds responsibly.
Supervisory responsibility	Maximum of 7 FTE direct reports
Reference number	ROP-SOC-2025-6A

Job Summary

The Practice Supervisor is accountable for upholding high standards of practice among all employees, including those holding professional registration. They are tasked with supervising team members and students, facilitating their development while ensuring adherence to relevant policies and procedures. Additionally, they are responsible for engaging in ongoing professional development, deputising for the Locality/Team Manager as needed, and ensuring compliance with legislation such as the Care Act 2014, Mental Capacity Act 2005, and Mental Health Act 1983. The Practice Supervisor also provides tailored information and guidance to individuals, families, and carers.

As a Practice Supervisor, they will support team members in strength-based approaches, ensuring that in responding to eligible needs, all options including informal support networks, community resources, equipment assessments and Occupational Therapy are explored to achieve identified outcomes.

Key responsibilities:

- Managing a team, ensuring effective supervision and supporting the team in their performance and development.
- Responsible for financial resource authorisation, understanding team performance requirements, and adopting flexibility as reasonably possible considering needs of the service.



- Conduct assessments, reviews, and professional interventions, ensuring support plans meet individual needs.
- Carry out safeguarding enquiries in accordance with the Care Act 2014, local procedures, maintain accurate records, and contribute to service development.
- Maintaining quality assurance and improvement of practice through case audits, supervisions and following policies procedure for continuous performance management.
- Holding a caseload and managing and supporting complex case work, using application of professional curiosity and judgement.
- Support with recruitment and retention activities, using data insights to inform improvements.
- To support with applications to the Court including where needed, write / review court reports and mental health tribunal reports and provide evidence during legal proceedings.
- To chair Best Interest meetings and strategy meetings for Safeguarding and act as Safeguarding Manager.
- Responsible for timely allocations managing unpredictable demand, backing up duty and risk management/prioritisation of allocation list.

Specific requirements	Essential <i>Mark with ✓</i>	Desirable <i>Mark with ✓</i>
Recognised Occupational Therapy Qualification or social work qualification, HCPC registration or SWE registration	✓	
Resilience, staff motivation, commitment to development, active listening, problem-solving.	✓	
Good IT skills including outlook, excel, Liquid logic, word and PowerPoint.	✓	
Strong understanding of Data Protection regulations and confidentiality.	✓	
Experience of Line management in a statutory or similar team setting supporting the team in their development and managing performance.	✓	
Extensive knowledge of relevant legislation and statutory guidance in Adult social care setting with good understanding of practice changes and risk management.	✓	
Strong Communication and problem solving - decision making skills.	✓	
Adaptability, calm under pressure	✓	
Good understanding of budget setting and management	✓	
Able to work with a range of internal and external stakeholders strengthening partnership working and collaboration	✓	



Best Interest Assessor, Approved Mental Health Professional, or Practice Educator (or willingness to train).		✓
Ability to identify system problems and propose solutions.		✓
Experience with strength-based approaches and assessments.		✓
Experience in achieving outcomes and delivering savings.		✓

Working Arrangements

- The post is not politically restricted.
- Enhanced DBS check with Barring List is required. Contractual base as detailed on contract, but you are able to work on a flexible basis in line with our Agile Working Policy
- Able to travel across the county and work from various office locations within the county.

Health and Safety at Work

All employees have responsibilities for health and safety – both for themselves, colleagues and the people we work with.

The potential significant hazard(s) and risk(s) for this post are identified below (those ticked).

☐	Provision of personal care on a regular basis	☐	Driving HGV or LGV for work
✓	Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	☐	Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or a council vehicle for work purposes)
☐	Working at height/ using ladders on a regular/ repetitive basis	✓	Restricted postural change – prolonged sitting
✓	Lone working on a regular basis	☐	Restricted postural change – prolonged standing
☐	Night work	☐	Regular/repetitive bending/ squatting/ kneeling/crouching
☐	Rotating shift work	☐	Manual cleaning/ domestic duties
☐	Working on/ or near a road	☐	Regular work outdoors
✓	Significant use of computers (display screen equipment)	✓	Work with vulnerable children or vulnerable adults
✓	Undertaking repetitive tasks	✓	Working with challenging behaviours
☐	Continual telephone use (call centres)	☐	Regular work with skin irritants/ allergens
☐	Work requiring hearing protection (exposure to noise above action levels)	☐	Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
☐	Work requiring respirators or masks	☐	Work with vibrating tools/ machinery



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☐	Work involving food handling	☐	Work with waste, refuse
☒	Potential exposure to blood or bodily fluids	☒	Face-to-face contact with members of the public
☐	Other (please specify):		