

## **JOB DESCRIPTION**

<b>Job title:</b>	Adoption & Special Guardianship Education Consultant
<b>Responsible to:</b>	Education Practice & Improvement Grant Co-ordinator
<b>Location:</b>	PAC-UK London office with travel across the London region

### **Purpose of job:**

To deliver education support services to improve the provision for adopted and Special Guardian children in schools and their families.

### **Key tasks and responsibilities:**

- To deliver training to initial teacher training candidates and early years practitioners regarding the impact of attachment difficulties, trauma and loss
- To deliver continuous professional development sessions for schools and early years settings
- To work collaboratively with virtual schools to develop their capacity to provide education support to adoptive and special guardian families
- To work with parents & guardians and empower them to work in partnership with their children's schools
- To deliver Continuing Professional Development sessions for social care and education staff to develop their knowledge, skills and confidence in supporting adopted and special guardianship children in education
- Support to schools and early years settings to be 'adoption friendly'
- To work as part of an education team and participate in individual supervision and group consultation
- To participate in PAC-UK's professional and user training programme both as trainer and attendee
- To adhere to PAC-UK's Statement of Purpose, mission and values and work in accordance with all PAC-UK's policies and procedures
- To adhere to and champion PAC-UK's commitment to Equal Opportunities throughout all aspects of the work

## **Terms & Conditions**

**Salary:** London: £31,875 pro rata

**Working Hours:** 35 hours per week (part time working hours available). The post sometimes requires evening work. TOIL is accrued and can be used by agreement with the line manager.

**Holidays:** Leave entitlement is 25 days per annum plus statutory bank holidays, pro rata (based on full time hours).

**Pension:** PAC-UK provides a 5.12% contribution in addition to the employee's contribution of 5% into a PAC-UK scheme, after successful completion of his/her probationary period.

PAC-UK is committed to fulfilling its duty to safeguard and promote the welfare of children, by ensuring that all our staff are fully trained and supported in meeting their safeguarding responsibilities in the course of their work. In line with this appointment will be confirmed upon satisfactory checks and references.

PAC-UK's Equal Opportunities Policy and Procedures are attached, and are part of the terms of employment.