

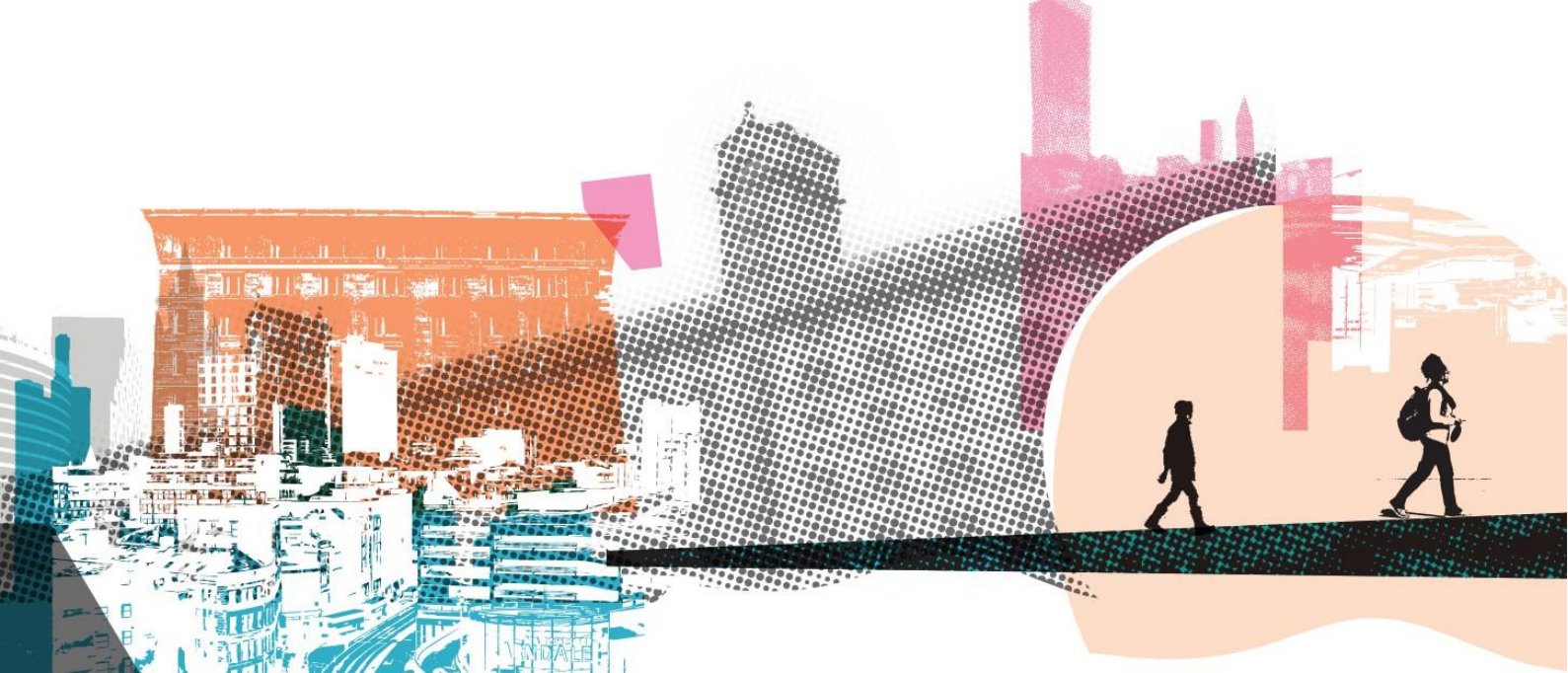
Recruitment pack

# THE BIG LiFE GROUP



**Registered Manager  
(Independent Fostering Agency)**

This job changes lives



## About The Big Life Group

The Big Life Group's mission is to fight for equity, in health, in wealth and in life. We are a social business delivering a range of services across the North of England, covering everything from mental and physical health, addiction and criminal justice, to housing, education, family support and much more. What links them together is the way we work – The Big Life Way.

We always stand shoulder-to-shoulder with people, working with them on the things that matter most to them. Everything we do is designed and informed by the needs, priorities and strengths of people and communities.

## Our values

- **Courage:** We stand up for ourselves, and the people and communities we work alongside, even when that makes us unpopular, or challenges accepted wisdom.
- **Creativity:** We find innovative solutions that work, never accepting the easy option or the status quo.
- **Honesty:** We act with integrity, speaking the truth to ourselves and others.
- **Inspiration:** We are inspired by the people and communities we work with and share what we learn from them to inspire others.
- **Thoughtful:** We act with care and compassion and work to understand people's experiences. We take time to listen, reflect and continually learn.
- **Valuing difference:** We recognise and celebrate the unique qualities, gifts, insights and perspectives that different people offer.

# Working at Big Life

At Big Life, work is more than a job – it's about standing shoulder-to-shoulder with people and communities, making a difference every day. We fight for equity in health, in wealth and in life, and that commitment starts with how our staff.

## Be yourself

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We want you to feel safe, respected and able to bring your whole self to work. Difference is celebrated here, and our staff networks - from menopause to neurodiversity, LGBTQI+ and more - create space to connect and support each other.

## Benefits that matter

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We offer more than a payslip - you'll find wellbeing support through LifeWorks, Simply Health and mindfulness sessions, 25-30 days' annual leave plus your birthday off, flexible working, and regular learning opportunities. Everyday perks include Blue Light Card discounts, savings schemes, cycle-to-work, free eye tests and more - little extras to make life easier inside and outside of work.

## Recognised as outstanding

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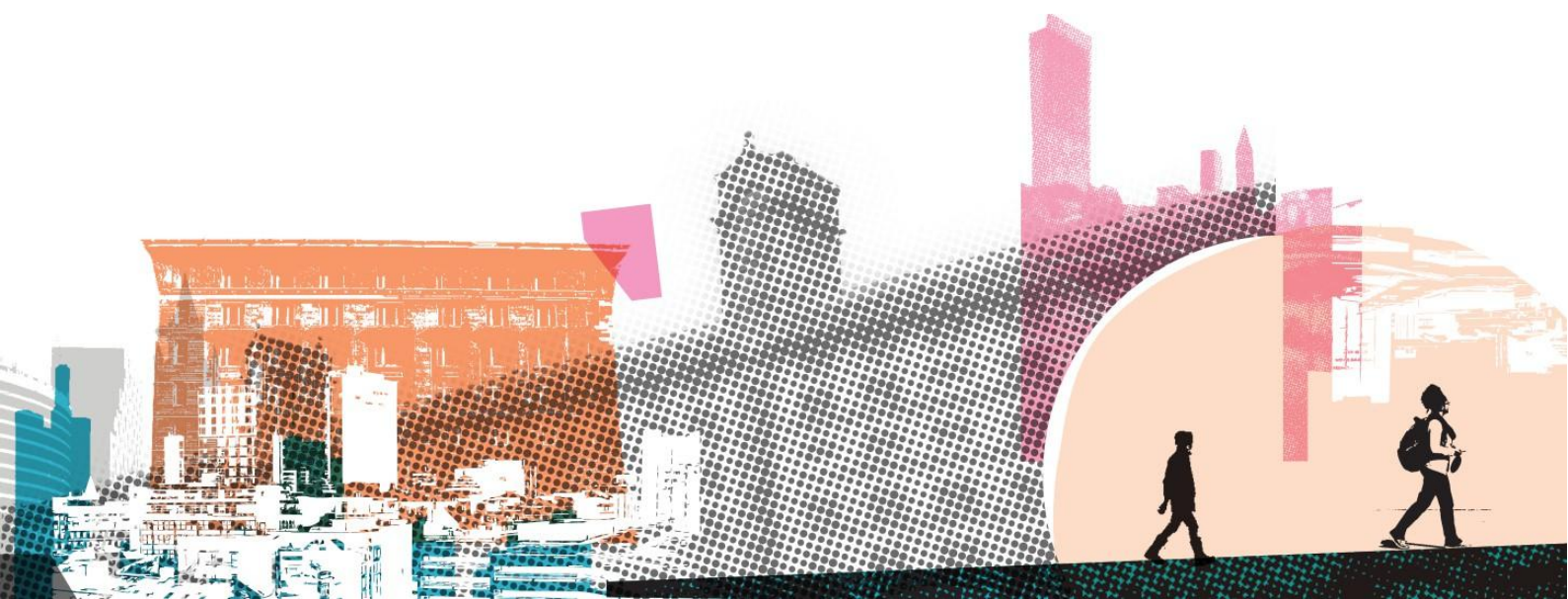
We're proud to be ranked by Best Companies as one of the UK's outstanding places to work, with a two-star accreditation in 2024.

## A culture of trust and flexibility

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Our people describe our culture as relaxed and supportive. You'll be trusted to plan your own day, take breaks when you need, and work in a way that fits with your life as well as your role.

**If you're looking for more than a job - if you want to be part of a team that's bold, creative and relentlessly committed to equity – then Big Life could be the place for you.**



# Job Description: Registered Manager, Independent Fostering Agency

## The basics

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### Salary

£60,000 - £65,000 depending on experience and qualifications

### Hours

Full-time, 35 hours per week on a permanent contract

### Annual leave

25 days (increasing to 30 days after five years)

### Base

Zion Centre, 339 Stretford Road, Manchester, M15 4ZY. With the ability to work flexibly, from home.

### Line manager

Director of Children's Care Services

### Closing date for applications

12<sup>th</sup> April 2026

## What you'll be doing

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The successful candidate will be the lead manager responsible for the administration of the Big Life Futures independent fostering agency. They will be responsible for ensuring effective systems are in place to match children with appropriate and available foster carers, overseeing individual carers and ensuring a caring and inclusive environment for the children, one which prioritises their psychological, emotional and social needs.

You will work directly with the Director of Children's Care Services as part of the Big Life Group to build and deliver a quality service. Responsibilities include providing excellent care to children, carers and families, monitoring and maintaining high standards against agreed criteria, and ensuring the service meets its statutory requirements.

This is an excellent opportunity for anyone who meets the required qualifications and skills, has a demonstrable passion for delivering positive outcomes for children and young people, and wants to work within a forward-thinking, community-oriented organisation.

## Main duties

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1. Ensure that fostering standards, specified within the National Minimum Standards are adhered to
2. Meet key outcome indicators, such as Ofsted guidelines and children's mental and emotional wellbeing, ensuring effective monitoring of standards and procedures
3. Provide effective leadership to the staff team, be responsible for managing all carers, monitoring their performance, providing support, and co-ordinating training where required
4. Deliver on the Big Life Futures Integrated Model of Care, ensuring that all aspects of care address the physical, psychological and emotional needs of the children
5. Represent the Big Life Futures IFA at meetings, providing clear advice and input. Attend and advise external bodies, including partner meetings, specialist groups and local providers as required
6. Ensure effective management of health and safety in foster homes. Conduct risk assessments as necessary, ensure suitable arrangements are in place and monitor their effectiveness
7. Manage and handle the complaints process
8. Be the primary point of contact for foster carers within the IFA
9. Be responsible for maintaining safeguarding procedures within the IFA, and adhering to the safeguarding requirements of the wider organisation
10. Respond to out-of-hours requests for service and support

## Work-related expectations

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1. Work within Big Life Group's values, ethos, and vision
2. Contribute to the development of the Big Life Group, the Big Life Futures IFA, and achievement of project goals
3. Ensure the safety of all people by adhering to safeguarding, information security and all other Big Life group policies
4. Commit to personal development and complete relevant training or professional development activities
5. Work in accordance with relevant legislation and regulatory expectations
6. Participate in regular supervision and formal inspections
7. Maintain a proactive, positive, and enthusiastic approach to work
8. Undertake any other duties required, appropriate to the position

# Person Specification: Registered Manager, IFA

The successful candidate will be able to demonstrate that they meet the following points, either in their application, at interview, or through provision of references and certifications. Applicants must meet essential requirements, and those laid out in Standard 17 of the National Minimum Standards.

## Experience

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### Essential

1. At least 2 years of experience relevant to fostering within the last 5 years
2. At least 1 year of experience managing a professional team
3. Experience of monitoring and evaluating the outcomes of children and young people
4. Experience of undertaking Form F assessments

### Desirable

1. Experience of establishing and growing a new independent fostering agency
2. Experience of psychological and trauma-informed care

## Education & Qualifications

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### Essential

1. Qualified social worker registered with HCPC
2. Level 4 or higher in a recognised management qualification\*
3. Current UK driving license

### Desirable

1. Mental health training (particularly trauma-informed)
2. Recognised first aid qualification

\*or willing to enrol on a suitable course within 6 months of appointment, and achieve the diploma within 3 years

## Skills

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1. Very strong management skills
2. Very strong interpersonal and communication skills, particularly relating to children and young people
3. Ability to effectively manage budgets and financial information
4. Ability to develop teams and staff to create effective and efficient working environments

## Knowledge

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1. Understanding the aims and principles of the Children Act (1989) and The Fostering Services (England) Regulations 2011, particularly the National Minimum Standards
2. Understanding of Ofsted's Social Care Common Inspection Framework for Independent Fostering Agencies
3. Understanding of the impact and experiences of care proceedings on children and families

## Personal

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1. Demonstrates integrity and good character
2. Reliable, flexible and proactive
3. Professional and confident
4. Positive outlook and a 'can do' attitude
5. Non-judgemental and inclusive
6. Commitment to the ethos and values of Big Life Group and Big Life Futures
7. Commitment to personal development and willingness to regularly update skills and experience
8. Pride in delivering high quality outcomes

<b>Leadership Competency</b>	<b>Method of Assessment</b>
<b>Shapes And Manages Strategy</b>	
1. Inspires a sense of purpose and direction	Interview
2. Focuses strategically	Interview
3. Interprets and analyses information (including financial) and opportunities	Interview
4. Shows judgement, intelligence and common sense	Interview
<b>Drives Results</b>	
1. Builds organisational skill and responsiveness	Interview
2. Marshals professional expertise	Interview
3. Steers and implements change and deals with uncertainty	Interview
4. Delivers intended results	Interview
5. Manages Resources	Interview
<b>Builds Productive Relationships</b>	
1. Nurtures internal and external relationships	Interview
2. Facilitates cooperation and partnerships	Interview
3. Values individual differences and diversity	Interview
4. Guides, coaches and develops people	Interview
5. Skill sharing	Interview
<b>Exemplifies Personal Integrity And Self Awareness</b>	
1. Demonstrates the group values, professionalism and probity	Interview
2. Engages with risk and shows personal courage	Interview
3. Commits to action	Interview
4. Displays resilience	Interview
5. Demonstrates self-awareness and a commitment to personal development	Interview
6. Self Management	Interview
<b>Communicates And Influences Effectively</b>	
1. Communicates clearly	Interview
2. Listens, understands and adapts to audience	Interview
3. Negotiates persuasively	Interview
4. Influencing	Interview



# **THE BIG LiFE GROUP**

We fight for equity –  
in health, in wealth and in life.

[thebiglifegroup.com](http://thebiglifegroup.com)