

# OLR LEAD

This is an opportunity to work closely with public protection partners to raise the standard of risk management across Scotland.

## WHAT'S THE JOB?

**JOB TITLE:** Order for Lifelong Restriction (OLR) Lead

**LINE MANAGER:** OLR Team Manager

**GRADE:** Grade 6 (£50,750 - £55,121)

**CONTRACT TYPE:** Full Time (37 hours per week) - Permanent

**LOCATION:** Hybrid Working Offered (minimum of two days in our Paisley Office)

Our colleagues are central to the RMA making Scotland Safer and this role is pivotal in supporting those involved in public protection and in giving confidence to the public about the quality of risk management.

As an OLR Lead at the Risk Management Authority (RMA), you will have responsibility for working closely with public protection partners to raise the standard of risk management across Scotland. Primarily, this will relate to oversight of the Order for Lifelong Restriction and will involve regular engagement with internal and external stakeholders, including the Scottish Prison Service, NHS and Justice Social Work partners.

The lead role is central to the implementation of the OLR sentence. The lead will maintain oversight of the OLR population, from assessments being undertaken by RMA accredited assessors, to the development and implementation of Risk Management Plans for those subject to the OLR. The role will also support the development and implementation of a range of projects and initiatives designed to ensure the effective assessment and management of individuals who present a risk of serious harm.

# OLR LEAD

This is an opportunity to work closely with public protection partners to raise the standard of risk management across Scotland.

## MAIN ACCOUNTABILITIES

Key responsibilities for this role include: supporting the RMA in identifying and achieving its strategic objectives; developing and ensuring the effective implementation of the Standards and Guidelines; Accreditation; research; education and training; and, policy.

The main accountabilities for each of these are as follows:

### Strategic

- Lead the development, delivery and continuous improvement of national practice, and initiatives to promote effective risk assessment and management, ensuring compliance with legislation, policy and research.
- Contribute to the identification and delivery of RMA strategic objectives in relation to Evidence, Standards, Education and Influence.
- Lead on project work in line with the RMA business plan. This may include (but is not limited to) research, training development and consultancy projects.
- Produce and present reports for the Senior Management Team, Board, Committees and other stakeholders on RMA functions, as required.
- Develop the annual reporting process for lead authorities reporting on the implementation of Risk Management plans to ensure that it remains responsive to the needs of lead authorities and the RMA.
- Contribute to the development of business and financial planning activities.
- Work within the leadership team and deputise for the OLR Team Manager or other Lead role(s).

### Standards and Guidelines

- Contribute to the development, review and implementation of the Standards and Guidelines to promote the effective risk assessment and management of individuals who present a risk of serious harm.
- Lead in the monitoring, evaluation and approval of risk management plans for individuals who are subject to an Order for Lifelong Restriction.
- Lead in the evaluation of lead authority implementation of approved risk management plans, ensuring adherence to the Standards and Guidelines.
- Provide support, advice and assurance to ensure adherence to standards, guidelines and legislation in relation the risk assessment and management of practice.
- Draft any relevant guidance to promote effective management practice
- Engage with public protection agencies to promote consistent approach to Risk Management.

## MAIN ACCOUNTABILITIES (CON'T)

### Accreditation

- Lead the effective delivery of RMA accreditation processes.
- Ensure the quality assurance of Risk Assessment Reports, providing feedback to Accredited Assessors.
- Lead on escalating issues and risks, as appropriate.

### Research

- Compile and review information about the provision of services in Scotland.
- Support and contribute to research projects as outlined in the RMA business plan.

### Education and Training

- Design, deliver and evaluate education and training in relation to, the assessment and minimisation of risk.
- Ensure training is empirically supported and responsive to the needs of the intended audience.

### Policy

- Promote effective practice and engagement with justice agencies in Scotland.
- Contribute to advice and recommendations to the Scottish Ministers.
- Provide advice and recommendations to RMA Board and Justice agencies in Scotland.
- Establish and maintain effective relationships with a wide range of criminal justice stakeholders and promote the work of the RMA by contributing to written reports, publications, working groups, professional networks, social media, training events and conferences.

### OLR Performance

- Provide line management, training, support and supervision to the OLR team, inclusive of: annual appraisal; supporting reflective practice; promoting appropriate Continued Professional Development (CPD); and, allocation and oversight of workload.
- Monitor and evaluate the RMA's performance in relation to the delivery of OLR functions and the implementation of effective information management processes, to inform the development of service improvement initiatives.
- Oversee the reporting on trends emerging in the AIR, RMP and RAR processes.

# OLR LEAD

We're looking for someone with a degree and experience in Social Work or Psychology to bring their skills to the team.

## WHAT QUALIFICATION SHOULD I HAVE?

You should be qualified to degree level and have a relevant professional/post graduate qualification in Social Work or Psychology, including registration with a professional body as a Social Worker or Practitioner Psychologist.

## WHAT SKILLS, KNOWLEDGE AND EXPERIENCE ARE YOU LOOKING FOR?

- Ability to:
  - analyse and evaluate complex information against set criteria to identify improvements and formulate recommendations for action to safeguard public protection.
  - network, negotiate and communicate effectively with a range of internal and external stakeholders; adapting the approach to suit the needs of the audience.
  - produce written work of a standard suitable for external circulation and/or publication.
  - competently use a range of IT systems, e.g. Microsoft office packages.
  - design and deliver learning and development initiatives.
  - lead the implementation of national initiatives.
  - work on their own initiative to lead and manage delegated projects.
  - manage multiple work streams, prioritise effectively, escalate risks in a timely manner and proactively identify potential solutions to identified problems/risks.
- Knowledge of:
  - theory, research and practice in the field of risk assessment and management.
  - relevant legislation and policy areas.
  - the operation of the Scottish Justice system and the different contexts in which it operates (e.g. courts, prison, NHS secure estate and community).
- An understanding of the management of individuals who present a risk of serious harm, including restricted patients and those subject to MAPPA.
- Experience of:
  - line management, and the ability to confidently lead a team to meet operational and strategic objectives.
  - managing complex individuals within the field of justice, including the application of risk assessment methods.
  - handling sensitive, confidential and complex nature of case work.
  - forming judgements and making recommendations to support others in demonstrating effective practice in risk assessment and risk management.

## WHAT SKILLS, KNOWLEDGE AND EXPERIENCE ARE YOU LOOKING FOR? (CON'T)

- A track record of:
  - supporting and influencing effective practice through a range of activities, such as: policy or process development; training; support and advice.
  - working in partnership with staff and/or organisations to deliver projects and/or programmes.

# RISK MANAGEMENT AUTHORITY

We're a small, supportive team at the Risk Management Authority (RMA). A non-departmental public body of the Scottish Government, we work to keep people safe.

## OUR VALUES



**Learning:** We drive change and promote a culture of continuous improvement. We support and value each other's contributions; we acknowledge that shared experience and understanding helps us achieve our aims.



**Integrity:** We're impartial, consistent and objective in our work, and we're not afraid to challenge. We believe in honesty and transparency and our work can be trusted.



**Fairness:** We put people at the heart of what we do, and our work is firmly rooted in human rights. We act fairly and consistently and treat everyone with dignity. Our people are passionate and want to make a positive difference.



**Excellence:** We're committed to setting and upholding the highest possible standards, and we deliver what we promise.

## WHAT YOU CAN EXPECT FROM US

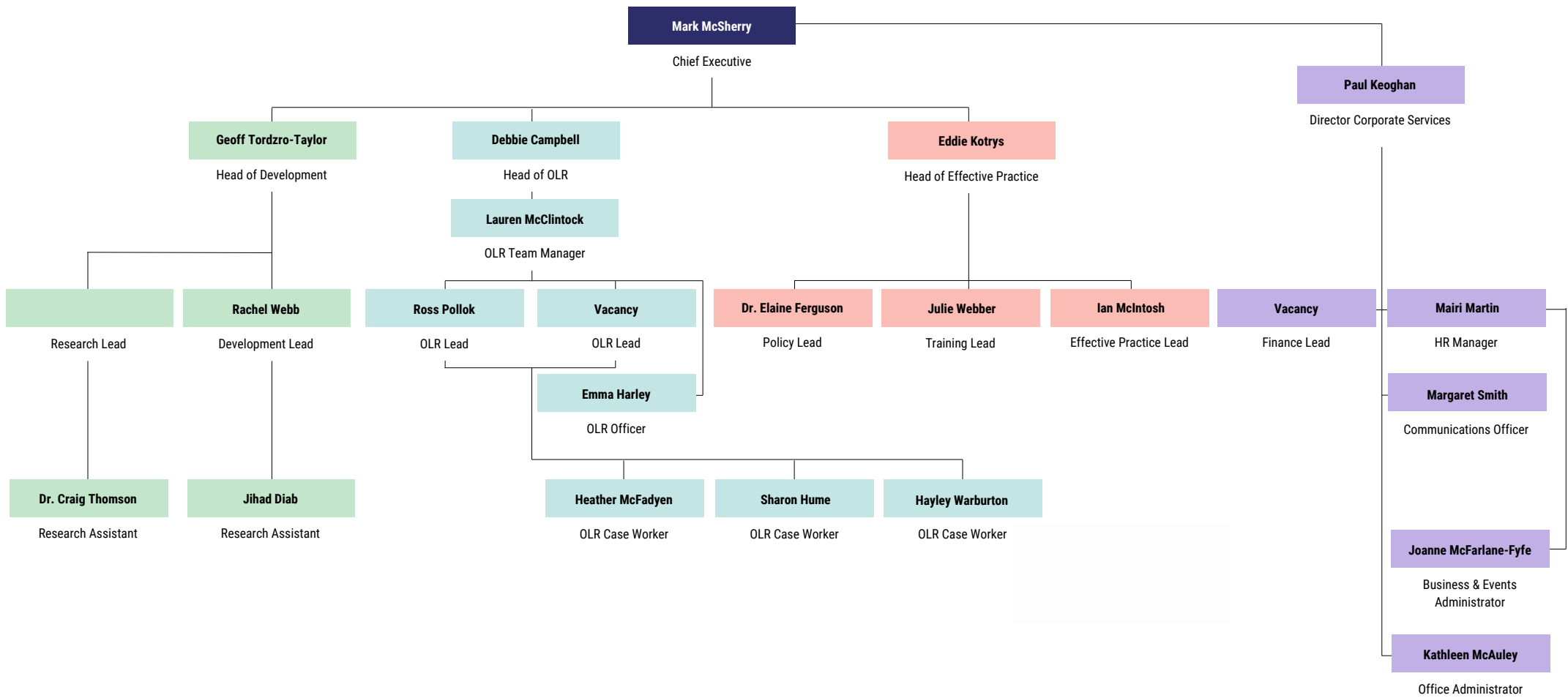
We are currently working on a hybrid basis to allow for a better work/life balance, and we offer a flexible working policy and provide flexi time for all staff. As part of the Scottish Government, we are pleased to be able to offer a wide range of benefits including 40.5 days leave, which is 29 days annual leave plus 11 ½ public/privilege holidays you can use flexibly at a time that suits you, as well as an excellent civil service pension provision including 28% employer contribution.

Wellbeing is a key focus for the RMA. Right now colleagues can take advantage of a weekly wellbeing hour, a paid hour per week to do something to support your mental or physical wellbeing. This will continue through to 2024, where it will be replaced by a shorter working week. We are working towards reducing the working week from 37 to 35 hours, with no reduction in pay. We also provide an Employee Assistance Service (EAS) where you can get expert guidance 24 hours a day, 365 days a year, whether you are experiencing issues at work or at home.

We really value the experience and expertise of our colleagues. Supporting your professional development is a priority for us, and we're proud to provide a generous CPD offering.

MEET THE TEAM

# RISK MANAGEMENT AUTHORITY



# HOW TO APPLY

Please note we do not accept any applications from agencies.

Make sure you read this application pack carefully to make sure you're right for the role, and that we're the right place for you too.

To apply for this role, download the Application Form from our website and complete it to the best of your ability. We won't ask for and don't accept CVs with covering letters. In your application form give as much detail as you can about how you meet the criteria for the post - we love to hear about your experience! Submit your completed application form and Equality Monitoring form to us by e-mail before the date and time specified below.

All applications must be submitted to us by e-mail to [recruitment@rma.gov.scot](mailto:recruitment@rma.gov.scot). No agencies please.

If you need any of the documents in another format please let us know by contacting our office 0141 278 4478 or via e-mail [info@rma.gov.scot](mailto:info@rma.gov.scot).

Once the closing date has passed, the team here will review all applications and invite candidates to interview. See the dates in the box below to give you an idea of when that might be. Our interviews are usually held in person in our office in Paisley.

If you'd like a confidential chat about the position or any questions about this process, please contact Lauren McClintock, OLR Team Manager on [lauren.mcclintock@rma.gov.scot](mailto:lauren.mcclintock@rma.gov.scot), or give us a ring on 0141 278 4478.

## KEY DATES IN THE PROCESS

### **CLOSING DATE:** **21 APRIL 2024**

We won't accept any applications received beyond midnight on this date.

### **INTERVIEWS:** **WED 8 & THURS 9 MAY 2024**

After reviewing applications we'll invite candidates to interview. We'll do this by e-mail. Please let us know at this time if you would like us to make any reasonable adjustments for your interview.