

## JOB DESCRIPTION

<b>Post Title:</b> Restorative Justice Worker	<b>Director/Service/Sector:</b> Children's Social Care		<b>Office Use</b>	
<b>Grade:</b> Band 6	<b>Workplace:</b> tbc-locality based across the County		<b>JE ref</b> 3576	
<b>Responsible to:</b> Senior Practitioner	<b>Date:</b>	<b>Manager Level:</b>	<b>HRMS ref:</b>	
<b>Job Purpose:</b> To provide within Northumberland Youth Justice Service a number of tasks to support the delivery of interventions to prevent further offending of young people who come into contact with the Youth Justice System. In the main you will provide a restorative justice / victim service to those who are affected by crime as outlined in the Annual Youth Justice Plan.				
<b>Resources</b>	Staff	On occasion community volunteers.		
	Finance	very small amounts of petty cash up to £50.		
	Physical	Handling and processing sensitive and confidential information. Case files and databases.		
	Clients	Young People, Families, victims and other agencies.		
<b>Duties and key result areas:</b>				
<p>1. To develop, assess and provide meaningful Restorative Justice interventions through direct or indirect reparation with identified young people across Northumberland.</p> <p>2 To develop and maintain working relationships with victims of crime and their families with regards to the restorative justice principles. Good restorative justice work is needed to reduce the use of indirect reparation.</p> <p>3. To undertake Out of Court Disposals in a timely manner and ensure that the identified needs of the young people and their families are met, and their risk of re-offending, risk of serious harm to self and others and safety and wellbeing are appropriately addressed by the interventions received. This will include some assessment and intervention work.</p> <p>4. To produce clear, concise and understandable records, reports and other documentation within the framework of record keeping laid down by the Youth Justice Service</p> <p>5. To contribute to a Duty Rota system providing support to the wider Northumberland Adolescent Service (NAS) as required and contribute to a Court rota on Saturday's and bank holidays, and also service delivery out of hours, including weekends, as required.</p> <p>6. To contribute to specialist programme and Intensive Supervision and Support packages</p> <p>7. To work collaboratively with Partners and Stake-holders to ensure that the principle of Child First , Offender Second is widely promoted and supported to ensure that young people's social, educational, and health needs are met.</p> <p>8. As and when required to take on the lead professional role for a number of families whilst liaising and coordinating with a range of other agencies.</p> <p>9. Being clear about safeguarding thresholds and alert managers to concerns about the increased risk for children.</p> <p>10. To contribute to other risk assessments including MSETs as required.</p>				

<p>11. To attend court when appropriate to give evidence and to contribute to court reports.</p> <p>12.To identify and contribute to effective practice and its development and to be accountable for and to receive and participate in the training and staff development process</p> <p>13. Contribute to service development through attendance and contribution to team meetings.</p> <p>The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.</p>		
<b>Work Arrangements</b>		
<p>Transport requirements:</p> <p>Working patterns:</p> <p>Working conditions:</p>	<p>Need to visit families and attend meetings at a range of venues including family houses across their locality area on a regular and routine basis.</p> <p>Ability to work flexibly across extended hours (7am-10pm including weekends if needed) depending on the needs of the families.</p> <p>Requirement for lone working within the community and office based duties</p>	

### PERSON SPECIFICATION

<b>Post Title:</b> Restorative Justice Worker	<b>Director/Service/Sector:</b> Wellbeing and Community Health	Ref: 3576
<b>Essential</b>	<b>Desirable</b>	<b>Asses s by</b>
<b>Knowledge and Qualifications</b>		
<p>Degree or equivalent level qualification within child care or a related discipline</p> <p>Knowledge of Criminal Justice Legislation and the wider social care legislation which supports vulnerable young people and their families</p> <p>Good knowledge of child and adolescent mental health and well being, developmental and learning difficulties, and speech and communication needs. This will include awareness of the impact of early conduct problems on life chances as well as the impact of health inequalities and of the different ways in which mental health problems and learning and communication needs present in children, as opposed to adults.</p> <p>High awareness of the multiple needs of children and young people in the YJS and in other vulnerable populations such as Looked After Children, children on the brink of exclusion, children misusing substances etc. They will demonstrate a commitment to remain up to date with emerging evidence relating to need.</p> <p>A commitment to assertive outreach work with and follow up of vulnerable children, young people and families as well as a flexible approach to organising their work so that they have the greatest capacity to pick up young people at the</p>	<p>Professional qualification in health, social work or other related field</p> <p>Knowledge of mental health, substance misuse, domestic violence and poverty and how these impact on families</p>	

<p>point of arrest.</p> <p>Excellent skills in communicating with and engaging hard to reach families and young people and supporting their ongoing contact with services.</p> <p>A commitment to and good knowledge of the evidence base for early intervention with children with vulnerabilities and poor life chances.</p> <p>A commitment to promoting the service with partners and collaborative working to support improved outcomes for vulnerable children and to improve pathways into services.</p> <p>An awareness of local and national trends for children and young people in contact with the YJS and a commitment to support and promote equality and diversity in practice and service development.</p> <p>Current Knowledge of Safeguarding legislation and how this impacts on promoting the welfare of the child.</p> <p>A good knowledge of the broader statutory and voluntary sector networks supporting children's health and well being.</p> <p>High quality brokerage and advocacy skills to secure appropriate support to help improve children's outcomes.</p> <p>A commitment to maximising young people's and families' choice and voice when agreeing the help they need. The worker will also prioritise children and young people's participation in and shaping of the support being offered.</p>		
<b>Experience</b>		
<p>Two years experience of direct work with families and young people</p> <p>Evidence of working with families to affect change</p> <p>Experience of working as part of a team</p> <p>Experience of working with children living in complex families</p>	<p>Experience of being a 'lead professional'</p> <p>Experience of delivering group work programmes</p> <p>Experience of working with complex families under stress</p>	
<b>Skills and competencies</b>		
<p>Able to engage, build rapport and develop constructive relationships with young people and their families.</p> <p>Ability to assess risk and develop plans to manage and reduce risk within the criminal justice system</p> <p>High level of both written and verbal communication skills including producing Early Help Assessments and Plans and General Assessments.</p> <p>Ability to screen for specific factors in order to determine the young people who may require additional support and or referrals to other services</p>		

<p>Ability to communicate effectively both verbally and in writing with children/young people and families and other professionals.</p> <p>Ability to work as part of a multi-agency team including coordinating arrangements for families with other agencies.</p> <p>Ability to work creatively and independently to achieve better outcomes for families and young people.</p> <p>Ability to work under pressure, meet deadlines and have strategies to cope with stress.</p> <p>Organisational skills including ability to work flexibly and prioritise workload</p> <p>Ability to advocate and liaise on behalf of families where appropriate with other agencies.</p> <p>Ability to use electronic case recording systems and follow appropriate procedures effectively.</p> <p>Ability to comply with required levels of data protection and confidentiality IT skills appropriate to the needs of the post.</p> <p>Ability to support the delivery of training around health vulnerabilities for colleagues</p>		
<b>Physical, mental and emotional demands</b>		
<p>To be able to work flexibly to be the needs of families including early mornings, evenings and weekends within NCC's flexible working policy</p> <p>To be able to meet the transport demands of the post</p> <p>-this post will include lone working</p> <p>To be able to work in families homes providing practical and emotional support</p> <p>To be able to accommodate changes in work pattern at short notice</p> <p>To maintain a positive and professional attitude and relationship in working with families and young people who may provide challenges and regular emotional demands.</p>		
<b>Other</b>		
<p>To be committed to developing resources, services and good practice for children, young people and families</p>		

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits

