**Job Description & Person Specification**

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| **Post Title** | Child and Family Intervention Worker  |
| **JE Reference**  | W1276 | **Grade**  | E | **SCP Range** | 17 – 19 |

**Reporting line:**

Prevention Lead Officer

Child and Family Intervention Workers

N/A

**Job Purpose:**

To provide targeted intervention to children, young people and their families, including completing Early Help Assessments and whole family plans in line with the signs of safety practice model when appropriate.

To undertake direct work and interventions alongside lead practitioners from partner agencies and other specialist services, to support the completion of partner-led early help assessments and plans.

To empower young people and their families to positively contribute to their plans, to help them achieve their wellbeing goals and sustain positive changes.

**Relationships:**

**Accountable to:** Prevention Lead Officer

**Accountable for:**  N/A

**General Contacts:** Redcar and Cleveland Borough Council colleagues, a broad range of partners and stakeholders from both the Statutory and Voluntary and Community Sectors, children, young people and their families.

**Key duties and responsibilities:**

1. To provide targeted, planned direct work and interventions with children, young people and their families, on issues such as (but not limited to):
	* Social and emotional wellbeing
	* Learning and development
	* Disruptive/challenging behaviour
	* Developing good family and peer relationships
	* Safe and positive parenting
	* School readiness, transitions and attendance (inclusion suspensions)
	* Health and wellbeing
	* Economic wellbeing including financial stability
	* Domestic abuse
	* Anti-social behaviour, starting to offend, or at risk of offending
	* Risky behaviour choices, including drugs, smoking, alcohol and unsafe or inappropriate sexual or online activity.
	* Child sexual or criminal exploitation
	* Secure housing
	* Poor mental health
2. To actively promote and maintain positive working relationships with children, young people and their families, as well as a wide range of partner agencies.
3. To support and encourage children and young people at risk of disengagement including poor school attendance, offending or anti-social behaviour; and to assist them through effective planning and target setting, to raise their aspirations.
4. To undertake home visits to assess the needs of the whole family using the signs of wellbeing practice framework; and identify outcomes in line with the Supporting Families Outcomes Plan, ensuring the voice of the child is integral to the assessment process.
5. To develop realistic and achievable action plans and trajectories, to measure the progress made by the child /young person towards their wellbeing goals.
6. To work collaboratively with children and parents to identify appropriate interventions and packages of support from internal and external services to meet the needs of the whole family, using the Team around the Family (TAF) approach when appropriate.
7. To take the lead role in convening and chairing TAF meetings, where appropriate.
8. To be responsible for maintaining accurate and up to date records on the EHM case management system.
9. To help partner agencies such as schools to complete Early Help Assessments and plans, offering practical hands-on/mentoring support to support them to capture information about the whole family, and identify wellbeing goals to achieve positive, sustainable outcomes, whilst championing the signs of wellbeing practice framework.
10. To be responsible for assessing risk and following current safeguarding procedures.
11. To complete return to home, ‘missing’ interviews for children and young people on their caseload as well as those not open to a social worker or another Early Help Lead Practitioner, within the agreed timescales.
12. To work jointly with team leads to complete case file audits, in order to quality assure the work undertaken by the Child and Family Intervention team.
13. To work closely with youth centres where a young person is at risk of suspension or disengagement, to support their continued engagement into positive activities.

**General/Corporate Responsibilities:**

1. To undertake such duties as may be commensurate with the seniority of the post
2. To ensure that the Council’s corporate Health & Safety policy is followed and training is undertaken in all pertinent health and safety procedures
3. To partake in the Council’s and Directorate’s staff training and development policies as well as the Council’s system of performance appraisal
4. To treat all information gathered for the Council and Directorate, either electronically or manually, in a confidential manner
5. All employees are required to demonstrate a commitment when carrying out their duties which promotes and values diversity and the equality of opportunity in relation to employees and service users which is in line with the Council’s Equality & Diversity Policy.
6. To be responsible for identifying and managing all risks associated with the job role through effective application of internal controls and risk assessments to support the achievement of Corporate and Service objectives
7. To ensure the highest standards of customer care are met at all times
8. To ensure the principles of Value for Money in service delivery is fundamental in all aspects of involvement with internal and external customers
9. To ensure that the highest standards of data quality are achieved and maintained for the collection, management and use of data.
10. To positively promote the welfare of children, young people, and vulnerable adults and ensure that it is recognised that Safeguarding is everyone's responsibility; and to engage in appropriate training and development opportunities which enhance an individual’s knowledge and skill in responding to children, young people and vulnerable adults who may be in need of safeguarding.

**Last Updated:** 5th August 2021  **Author:** Rachel Paterson

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| **POST TITLE** | **GRADE** |
| Child and Family Intervention Worker | E |

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| **NOTE TO APPLICANTS**Whilst all points on the specification are important, those listed in the essential column are the key requirements. You should pay particular attention to those points and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview. |

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| **CRITERIA** | **NECESSARY REQUIREMENTS** | **\* M.O.A.** |
|  | **Essential** | **Desirable** |  |
| **EXPERIENCE** | * Knowledge and commitment to the early help agenda and government policy in relation to the children’s centre core purpose.
* Experience of working directly with children/young people and families
* Experience of developing positive relationships with colleagues and partners
* Experience of undertaking assessments with families
 | * Experience of offering careers information, advice and guidance
 | A, I |
| **SKILLS AND ABILITIES** | * Good communication and interpersonal skills
* Ability to advocate on behalf of families
* A high level of self-motivation and enthusiasm
* Good problem solving and negotiation skills
* Ability to articulate using language that is appropriate to the audience
* Ability to work independently and use own initiative
* An ability to directly engage with children and young people
* Good organisational and prioritising skills
* Competent IT skills
 | * Multi-agency working
 | A, I |
| **EDUCATION/ QUALIFICATIONS/ KNOWLEDGE** | * Good level of general education
* Level 3 qualification in a subject relevant to working with children and families, or willingness to work towards within a specific time frame
* Sound knowledge of the Council’s Safeguarding policies and procedures
* Good knowledge of the issues affecting families in Redcar and Cleveland
* Good knowledge and understanding of ethical and practice boundaries when working with families
* Knowledge of health and safety policies and procedures
 | * Level 4 or above qualification or equivalent in Early Years or Health and Social Care or Youth and Community Studies. IAG or other relevant qualifications
 | A, I, C |
| **OTHER REQUIREMENTS** | * Flexible approach to work by responding to the needs of the services including a requirement to work weekends and evenings at any location across the Borough as required
* Commitment to own continuous personal and professional development
* Strong team player, committed to an ethos of continuous improvement
* Full driving licence and access to own vehicle
 | * Evidence of own continuous personal and professional development
* First Aid Qualification
* Current Child Protection Training
 | A, I, C  |
| **COMMITMENT TO EQUAL OPPORTUNITIES** | * Commitment to equal opportunities and the ability to recognise the needs of different service users
 | * Evidence of having completed training in equality and diversity awareness
 | A, I, C |
| **COMMITMENT TO SERVICE DELIVERY/ CUSTOMER CARE** | * Commitment to provide a customer-focussed service
 | * Evidence of surpassing customer expectations or service targets/ goals
 | A, I |

**METHOD OF ASSESSMENT: (\*M.O.A.)**

A = APPLICATION FORM C = CERTIFICATE E = EXERCISE I = INTERVIEW P = PRESENTATION T = TEST AC = ASSESSMENT CENTRE

R = REFERENCE