

**ROYAL BOROUGH OF GREENWICH
JOB DESCRIPTION**

DEPARTMENT: Children's Services

POSTHOLDER

SECTION: Children and Families Social Care GRADE: PO1/ PO2 Career Grade

**POST DESIGNATION (TITLE): Youth and Family Practitioner - Level 1 and 2
(Career Pathway)**

Purpose of Job:

- i. This is a generic job description for use in Family Help roles, Adolescent Safeguarding and other Children and Family Social Care services.
- ii. Working collaboratively with young people and families to improve outcomes through evidence based practice which is grounded in the principles of, professional curiosity, anti-oppressive and anti-racist practice, compassion, tenacity and systemic thinking, utilising trauma informed approaches, goal based planning to facilitate young people and families to make change, sustain and build on it so that they are able to self-manage and make effective use of the resources available to them in the community.
- iii. Modelling effective practice and promoting the welfare of children, young people and vulnerable adults per legal, regulatory and Social Work & Family/Early Help practice standards.

Main Duties:

- 1. To use the required skills and knowledge to facilitate the change needed in the short, medium, and long term to improve outcomes for the child / young person
- 2. Ensure parents/carers and wider family networks are actively involved in planning and decision-making for the care and support of their children to reduce risks to the child's welfare. Work in partnership with families to identify strengths, develop solutions, and create plans that reflect their voice and promote positive outcomes of supportive and consistent parenting approaches for bringing up the child.
- 3. Take responsibility for promoting and facilitating the safe reunification of children within their family networks wherever possible.
- 4. To work flexibly to meet the demands of the service and the needs of children, young people and families including evening and weekend working as required.
- 5. To undertake direct work with young people / families within the community through the application of the Practice Framework.

6. To carry out practical support with young people and families, demonstrating tenacity and persistence using it as a vehicle to create sustainable change.
7. To record interventions and contacts with families in line with practice standards.
8. To provide support, coaching, advice, and guidance to parents to address unemployment is this.
9. To adhere to the standards of the Practice Framework and Principles when working with families, colleagues, and partnership agencies.
10. To be the Family Help Lead Practitioner for cases which would previously be allocated to FaASS as targeted early help.
11. To develop and deliver structured and targeted evidence-based interventions and positive activities with children, young people, and parents individually, in groups or as a family in a range of settings, including community and youth settings, streets and estates, schools, colleges and within the family home.
12. To work with children and young people not engaged in education, training, or employment and those engaged in risky behaviours including crime and anti-social behaviour to support them to achieve their potential and introduce them to new opportunities and positive experiences.
13. To respond swiftly to intelligence as required to deliver agreed evidence-based group work to address themes such as healthy relationships, safe use of social media, parenting groups such as NVR.
14. Responding to intelligence as it relates to youth anti-social behaviour and disorder by delivering individual and group interventions in areas where this is identified as a problem.
15. To take responsibility for maintaining excellent professional knowledge and skills by undertaking appropriate continuing professional development in line with personal development needs identified in supervision.
16. To undertake all duties with due regard to the provisions of health and safety regulations and legislation, the Council's Equal Opportunities and Customer Care policies, and the New Technology agreement.
17. To work in a multi-disciplinary team and to work effectively in partnership with staff from relevant agencies, fostering strong relationships that promote positive outcomes for children and young adults.
18. To share information in line with information sharing and data protection / GDPR principles.
19. To regularly review progress and support the development of the future aspirations of children and young adults through realistic individual goal setting, action plans, and outcomes measures.
20. Ensure all practice matters relating to child protection or vulnerable adults are dealt with promptly and in line with safeguarding procedures

21. To lead on the development, planning, organising, delivery, and evaluation of a programme of innovative events and activities that respond to the needs of children and young adults at risk of exploitation and serious youth violence.
22. To identify key stakeholders and develop partnerships that enhance services, skills and resources available children and young adults at risk of exploitation and serious youth violence.
23. To ensure the views of children, young people and families inform decision-making and co-produce how interventions are delivered.
24. To perform all duties in line with Council's staff values showing commitment to improving residents' lives and opportunities, demonstrating respect and fairness, taking ownership, working towards doing things better and working together across the council.
25. To contribute to positive working relationships with partners and voluntary/community sector (VCS) organisations by engaging professionally and representing the service appropriately when working jointly with families.
26. To share information with partners and VCS organisations in line with guidance, to support coordinated service responses for children, young people and families.
27. To work collaboratively with partners and VCS organisations to ensure coordinated support for children, young people, and families.
28. To support partners and VCS colleagues by providing clear information about the service processes, referral pathways and available support, escalating queries to senior staff when needed.
29. To share relevant updates from practice and helping to strengthen community understanding of the Early Help offer.
30. To contribute to the flow of information between the service and partners, escalating concerns appropriately.
31. You may be required to undertake alternative, additional, or ancillary duties from time to time or transfer to another service department within the Council as the Council may direct to meet service user demand in the event of a crisis or emergency.
32. To undertake face to face and other interventions with children, young people and families within the community to manage risk and reduce the need for statutory intervention and to model best practice.
33. To ensure direct delivery of the planned interventions, working with the whole family, systemically, using a range of tried and tested methodologies including systemic family therapy and other evidence-informed approaches.
34. To work collaboratively and flexibly with both internal and external professionals within the entire system, including early support and family help to support children and families.
35. To work flexibly to meet the demands of the service and the needs of children, young people and families, including evening and weekend working as required.

36. To collaborate closely with other professionals and disciplines assigned to the team and take advice in devising and implementing evidence-informed interventions with children and their families, in a range of community settings including family homes.
37. To keep up to date with emerging research and evidence in relation to child and adolescent development and ensure this is reflected in interventions with children, young people and families.
38. To create positive and collaborative working relationships with colleagues and be available for case consultation with other professionals as and when required.
39. To communicate effectively with children and their families, ensuring that their views and wishes are heard, recorded accurately and then considered in order to foster co-production and ensure that adult views do not overtake those of the child.
40. To ensure that information about children and their families is accurate/accessible to them and use techniques such as 'contracting in' to maximise the potential of written/digital materials that support work with children and families.
41. To ensure there is effective communication and liaison between units and other professionals and share necessary information about children with other agencies to safeguard them and promote their welfare in line with the requirements of the Data Protection Act.
42. To take responsibility for maintaining excellent professional knowledge and skills by undertaking appropriate continuing professional development in line with training and development needs identified in supervision.
43. To function as an outward-facing representative of the services, proactively building and sustaining collaborative relationships with partners, community organisations and the voluntary and community sector (VCS) to strengthen the local early help offer.
44. To work jointly with partner agencies and VCS organisations to identify community-based resources and strengthen family pathways into local support, promoting resilience and early intervention.
45. To undertake any other work appropriate to the level and general nature of the post's duties.

Level 2 FHP (Additional tasks when the post-holder gets promoted from Level 1)

46. To ensure the effective delivery of group interventions that result in tangible improvements to outcomes for children, young people, and their families.
47. To be the Family Help Lead Practitioner for cases of children (previously known as Early Help and CIN cases depending on risk levels – CIN with high level of risk to be allocated to SW qualified staff) except those who are not subject to child protection plans
48. To actively build and maintain effective working relationships with local partners and voluntary/community sector (VCS) organisations, representing the service professionally and contributing to a joined-up approach to supporting families.
49. To participate in local partnership activities, community meetings or joint visits as directed by the Team Leader or Practice Leader, helping to build effective collaboration around families.

50. To use imaginative approaches and offer practical solutions to help children and young adults to overcome barriers to participation and accessing new opportunities or positive experiences.
51. To conduct individual one to one diagnostic interview that identify barriers to employment and employment and skill gaps and to develop individual personal development and employment and skills action plans
52. The post holder will manage moderate complexity cases. This includes leading contributing to review meetings, developing and delivering plans, supporting junior colleagues with practice, delivering evidence-based interventions/programmes, responding to contextual safeguarding risks as well as contributing to multi-agency partnership plans for children/families.
53. Carry out supervision and coaching for Level 1 Practitioners.
54. To undertake assessments in line with the Practice Framework.
55. To undertake any other work appropriate to the level and general nature of the post's duties.
56. Where necessary for the job role or appropriate for continued development in the role, the post holder may be required to participate in training and development courses made available via the Council's Apprentice Levy funding.
57. To undertake all duties with due regard to the provisions of health and safety regulations and legislation, Data Protection/GDPR, the Council's Equal Opportunities and Customer Care policies.
58. To perform all duties in line with Council's staff values showing commitment to improving residents' lives and opportunities, demonstrating respect and fairness, taking ownership, working towards doing things better and working together across the council.
59. This post requires an Enhanced DBS with adult's barred list and will be supported by Safer Recruitment tools
60. You may be required to undertake alternative, additional or ancillary duties from time to time or transfer to another service department within the Council as the Council may reasonably direct to meet service user demand in the event of a crisis or emergency.

Designation of the Post to which the post-holder reports to: Team or Practice Leader.

Person Specification



Job Title	Family Help Practitioner -Level 1,2 and 3
Grade	PO1 and PO2 Career Grade
Service/Section	Children's and Families Social Care
Directorate	Children's Services

Method of Assessment: AF= Application Form, T = Test, P = Presentation, I = Interview

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist

Criteria	Method of Assessment	Short listing Criteria
Qualifications & Experience		
Proven experience of direct work (individual and group work) with children, young people, and/or families	AF/I	Level 1 D Level 2 E
A recognised professional qualification or extensive experience in relation to working with children, young people and their families or evidence of continuing professional development	AF/I	Level 1 D Level 2 D
Knowledge, Skills & Abilities		
An understanding of the borough's communities, including their strengths, challenges and cultural diversity, and the ability to apply this knowledge when supporting children, young people, and families	AF/I	Level 1 E Level 2 E
A good understanding of evidence-based interventions relating to children, young people and family issues such as unemployment, anti-social behaviour, crime, parental capacity, and the ability to apply this in your practice to achieve demonstrable impact	AF/I	Level 1 D Level 2 E
Ability to summarise, analyse and evaluate complex information into concise reports and have excellent verbal communication skills	AF/I	Level 1 D Level 2 E
Ability to carry out practical support with children, young people, and families, maintaining a positive perspective and demonstrating tenacity, persistence and compassion and using it as a vehicle to create sustainable change.	AF/I	Level 1 E Level 2 E

Ability to organise information effectively and create clear, meaningful records, using structured approaches and tools provided	AF/I	Level 1 E Level 2 E
Ability to be reflective about your skills and approach and own effectiveness to develop and promote for yourself and others a culture of learning and continuous improvement	AF/I	Level 1 D Level 2 E
Knowledge of the barriers that diverse groups face in moving towards or into the labour market.	AF/I	Level 1 D Level 2 E
Knowledge of Government policies to tackle unemployment, social exclusion, and low skills.	AF/I	Level 1 D Level 2 D
Ability to prioritise, monitor and be accountable for Unit Staff through supervision and line management.	AF/I	Level 1 n/a Level 2 D
Excellent level of consultative, interpersonal, communication and negotiation skills including the ability to deal with issues in a sensitive and compassionate manner	AF/I	Level 1 D Level 2 D
An understanding of relationship management and the capacity to establish and maintain effective communication and working relationships and an ability to develop effective interagency working processes.	AF/I	Level 1 D Level 2 D
Computer literacy and the skills necessary to work with information management systems and produce excellent quality data in a variety of formats. The ability to work with word processing packages at a speed commensurate with the responsibilities of the role	AF/I	Level 1 E Level 2 E
Equal Opportunities		
Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	AF/I	Level 1 E Level 2 E