

Job Description

DIRECTORATE:	Education & Family Support
DEPARTMENT:	Early Intervention Team – Central Hub
POST:	Senior Family Support Worker
GRADE OF POST:	Grade 10
RESPONSIBLE TO:	Family Support Services Manager

JOB PURPOSE:

To manage Family Support Workers within the Central Hub by providing supervision and support to staff. To carry a small caseload with children, young people and their families known to social service departments, delivering responsive, flexible and evidenced based interventions to ensure children and young people are safe and have access to opportunities which will ensure their wellbeing.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Supervise and support family support workers and other professionals as directed by the Family Support Services Manager
- Lead on service and team development through team meetings, practice forum and other organisational events
- Be accountable for the allocation of caseloads to Family Support Workers within Central Hub.
- Facilitate reflective practice within the Central Hub ensuring workers remain embedded in Evidenced Based practice.
- Plan, co-ordinate and deliver evidenced based interventions on a 1:1 or group basis ensuring the needs of children and families are met most effectively.
- Screen and allocate referrals into the central hub on a rota basis ensuring that cases are allocated in a timely and efficient manner.
- Build constructive and supportive, professional relationships with service users ensuring the needs and views of children, young people and their families remain central to service delivery and development.
- Deliver tailored, evidence based interventions to individual family members, the family as a unit and themed group work as required.

- Maintain accurate, up to date, and relevant case recordings and other records as specified in departmental guidance and procedures utilising the Integrated Children's System.
- Use agreed pre and post intervention measures and service user feedback to facilitate robust evaluation of outcome and inform future service delivery.
- Prepare and present reports and records to a high standard within agreed timescales.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK (WHERE APPLICABLE)

This post requires a criminal records check through the Disclosure & Barring Service (DBS).

Person Specification

Senior Family Support Worker

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (Yes).

Attributes	Requirements	Essential Criteria	Method of Evaluation / Testing
Qualifications, education and training	<ul style="list-style-type: none"> Educated to degree level in a related field or able to demonstrate competence through experience. 	Yes	Production of original Qualification Certificates and application form.
Knowledge and experience	<ul style="list-style-type: none"> Experience of working in the health, social care or voluntary sector with children and families who are known to social service departments. Experience of supervising and motivating staff. Experience of working across departments/sectors. Experience of direct work with people to bring about positive change. A working knowledge and understanding of the legislative and regulatory framework underpinning work with children and their families including child and vulnerable adult protection procedures and practices including the Looked After System. Experience of evidence based working with children and families and/or delivering evidence based parenting programmes. Experience of building constructive working relationships based on trust and respect within professional boundaries. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	Interview, application form and selection process.

