# Greater-Shankill-Partnership-L.jpg

JOB DESCRIPTION

Job Title: Family Support Worker

Integrated Services for Children and Young People (ISCYP) Programme

Location: Greater Shankill Area of Belfast

**Grade:** £24,090 (pro rata)

**Contract:** Temporary cover until 31st March 2024

Annual Leave: 25 days / annum plus 12 statutory days pro rata

Responsible to: Family Support Coordinator

# JOB SUMMARY / MAIN PURPOSE

Integrated Services for Children and Young People (ISCYP) is a programme of Greater Shankill Partnership, offering dedicated holistic supports to children, young people and their families within greater Shankill.

In your role as s a Family Support Worker you'll take responsibility for delivering high quality, confidential and holistic interventions for families who have children aged from 4 years of age onwards. Provide intense support to families with complex needs and multiple agency involvement.

This entails offering predominately home visits but includes other setting and methods to ensure families receive ongoing support. This underlines the need for a flexible and varied approach to family support.

Family support worker is required to.

* Be an engaged contributing and valued member of Greater Shankill Integrated Services. By being a visible, effective, and approachable member of the team who is willing to share learning and expertise with team members in offering peer support.
* Support children from four years of age onwards, and their families. By offering a range of health, play & learning and parenting and practical support services to children and their families.
* Develop open, honest, and non-judgmental relationships with families.
* Support families with children transitioning between home and early years /education settings, primary 1 and those transitioning to Year 8.
* You will be required to facilitate group sessions with parents on a regular basis offering the opportunity of peer support to families on a range of family/child related topics.
* Work in close partnership within a multi-disciplinary team with a range of local Statutory, Voluntary and Community service providers to promote effective service delivery in response to the needs of parents, children, and families across the greater Shankill area.
* Carry out visits to home, school, and other appropriate settings.

**KEY TASKS**

1. To manage a case load, and undertake visits to home, school and other community settings as appropriate.
2. To work with children and families, mainly in the home setting, to enhance the child’s development and the parents understanding of their own crucial role in this including parent/child interaction.
3. To carry out a robust holistic assessment of needs alongside the family.
4. To develop and implement an action plan for intervention and support for each family.

* To monitor, evaluate and record all contact with a family, recognizing that this is an ongoing timely process. Using outcomes star as part of evaluating/developing support themes.

1. To work as a team member in facilitating relevant activities and supports in appropriate settings to meet the needs of families.
2. To develop good working relationships with all settings and to work in an inter-agency way respecting the ethos of the settings – playgroups, nurseries, schools.
3. To ensure that good practice guidelines are always adhered to.
4. To work in a confidential and professional manner that ensures that client welfare and safety is always adhered to.

* To liaise with statutory, voluntary, community groups / agencies / service providers before, during & after transition periods to help ensure this process is as seamless as possible for children and families.
* To liaise with statutory, voluntary and community agencies, where appropriate, to share information, maximise partnership working, and ensure the development of effective integrated services for families and children. Gathering and processing service-user feedback and reflection on areas for development.
* To advocate where necessary/appropriate whilst supporting and respecting a family’s autonomy
* To monitor, evaluate and maintain appropriate records of contact with families in line with Greater Shankill Integrated Services for Children and Young People (ISCYP) Programme monitoring and evaluation systems.

* To carry out other duties appropriate to the grade and post as assigned by the line manager.
* Access to a form of transport to enable the duties of the post to be completed.

Personnel Specification – Family Support Worker

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Education/Training | NVQ Level 3 in Early Years Care and Education or equivalent  **OR**  Higher relevant qualification | Training in the areas listed below:   * Behaviour Management * ASD * Speech & Language Development * Child Development * Motivational Interviewing * Mental health Issues both adults/children * Facilitation * ACES Awareness |
| Experience | 2 years’ experience working with children and families within the family home or in a community-based setting within the last 3 years.  At least 2 years’ completing holistic family assessment and developing action plans. | Experience of working with children who have ASD, and/or ADHD and/or social and emotional behavioural issues.  Experience of Inter-agency working.  Experience of working with parents in a group setting  Experience working with. ‘Outcomes Star/Family Star or equivalent assessment/evaluation tool. |
| Knowledge | Knowledge of child development.  Knowledge and understanding of the role of parents and carers in child development.  Knowledge of the needs of families under stress  Knowledge and understanding of child protection issues. | Knowledge of the issues facing families in the Greater Shankill area of Belfast  Knowledge of development of children aged 7-10 years.  Knowledge of current issues facing adolescents; sexual identity, peer pressure, substance misuse.  Knowledge of a range of support services in the statutory, community sector for children and families.  Knowledge and understanding of adult safeguarding issues. |
| Skills | IT skills  Well-developed organisational skills, including flexible approach and ability to cope with a changing and varied workload.  Ability to manage a caseload.  The ability to engage with people of all ages and backgrounds to build strong and collaborative relationships and motivate others towards change.  Demonstrable evidence of written communication and presentation skills. | Ability to work in partnership with staff from voluntary, community and statutory agencies. |
| Personal Qualities | Excellent communication skills  Effective listening  Adaptability, friendly and approachable  Non-judgemental, honesty & integrity  Empathic  Good common sense |  |
| Additional Requirement | Current Driving Licence valid in the U.K  Access to a car  This criterion may be waived in the case of an applicant whose disability prohibits driving but who able to organise suitable alternative arrangements |  |

|  |  |
| --- | --- |
| Ref No | **GS0051** |
| Application Number |  |
| Date Received |  |



1. **Personal Details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Post Applied For:** Family Support Worker 37hrs  (Temporary Cover) | | | | |
| **Surname:** | | **Forename:** | | **Title:** |
| **Address for correspondence:** | | | | |
| **National Insurance Number:** | | | **Please give details of any other surname which you have been known by:** | |
| **Post Code:** | **Email Address:** | | | |
| **Telephone (Home):** | **Mobile:** | | | **Business:** |
| **In order to assess your eligibility to work in the UK we require some details in regard to your nationality.**  **Are you a citizen of an EU Country?** **Country of Birth:** | | | | |
| **We are committed to promoting the inclusion in employment of people with a disability.**  **Do you have a disability? YES/NO**  **If yes please provide details** | | | | |
| **Have you ever been convicted of a criminal offence? YES/NO**  **If yes please provide details** | | | | |

**(B) Your Current Employer**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and Address of your current employer:** | | | |
| **Present post:** | | **Date of Appointment:** | |
| **Salary:** | **Other benefits:** | | **Notice period:** |
| **Summary of duties:** | | | |
| **How many days sickness absence have you had in the last 2 years? No of Days:** | | | |

**(C) Your Previous Employers**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Employer** | **Job Title** | **From** | **To** |
|  |  |  |  |

**(D) School Education**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **From** | **To** | **Subject** | **Examination Taken** | **Result** | **Date Awarded** |
|  |  |  |  |  |  |

**(E) Further Education**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **From** | **To** | **Name of College/University Course Provider** | **Examination Taken** | **Result** | **Date Awarded** |
|  |  |  |  |  |  |

**(F) References**

*Please give the names and address of two persons who would be willing to provide a reference. One must be your current/last employer, the other preferably a past employer. Both must be able to comment on your ability to carry out the duties of the post for which you have applied. Neither referee should be related to you.*

|  |  |  |
| --- | --- | --- |
| **Name:** | | |
| **Address:** | | |
| **Postal Code:** | **Tel. No:** | **Email Address:** |
| **Name of Business Place:** | | |
| **What is the nature of your relationship with this person (e.g. manager)?** | | |
|  | | |
| **Name:** | | |
| **Address:** | | |
| **Postal Code:** | **Tel. No:** | **Email Address:** |
| **Name of Business Place:** | | |
| **What is the nature of your relationship with this person (e.g. manager)?** | | |

This questionnaire has been devised to assist in the shortlisting process and relates directly to the **essential** criteria outlined in the personnel specification. Where it specifies length of experience please provide dates, you should also consider the **desirable** criteria and where relevant provide information.

**Education/Training**

1. Do you hold a NVQ Level 3 in Early Years Care and Education or equivalent?

Or a Higher Qualification? If you hold a higher qualification, please list relevant modules/ equivalency?

**Yes/**

If Yes, please give details

…………………..

**Experience**

2. Do you have evidence to demonstrate **2** years experience of?

(i.) Working with children and families within the family home or community based setting, within the last 3 years?

**Yes/No**

If Yes, please give details:

(ii.) Completing holistic family assessment and developing action plans?

**Yes/No**

If Yes, please give details:

**Knowledge**

3. Please outline evidence to demonstrate your knowledge of child development

4. Please outline evidence to demonstrate your knowledge and understanding of the role of parents and carers in child development

5. Please outline evidence to demonstrate your knowledge and understanding of the needs of families under stress

6. Please outline evidence to demonstrate your knowledge and understanding of child protection issues.

**Skills**

7. Please outline evidence to demonstrate your ability to meet the **skills** required as outlined in the personnel specification.

8. Please outline how you fulfil the essential **personal qualities** outlined in the personnel specification.

9. Do you have a current driving licence valid in the U.K?

**Yes/No**

10. Do you have access to a car?

**Yes/No**

DECLARATION:

I understand that this information may be verified as part of my application and that any resulting employment may be withdrawn on the grounds of its inaccuracy.

*Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_ \_\_\_ \_\_\_\_\_\_\_\_\_\_\_*

Closing date for receipt of applications is **­­­­ Wednesday 4th October 2023 @ 12noon**

Application should be returned to:

[ashleigh.barr@spectrumcentre.com](mailto:ashleigh.barr@spectrumcentre.com)

***CVs will not be accepted***