



## JOB DESCRIPTION

**Job Title:** Project Worker 3 /Senior Practitioner

**Reports to:** Children's Services Manager

**Line Manager and Budgetary Responsibilities:** As specified

### Job Purpose:

To provide advice, support and services to children, young people and their families in accordance with the aims and objectives of the service. (Specifics of Service attached as applicable.)

### Key Responsibilities:

#### For Service Users

- To work with children, young people and their families, on a one to one or group basis, using a variety of interventions, to identify needs and to achieve positive outcomes. The jobholder is likely to be dealing with the most complex of cases/situations.
- To work in partnership with parents/carers to empower them and to enable them to achieve better outcomes for their children.
- To work co-operatively with other professionals in children's services, health agencies and other community based services, to provide the most effective service for children young people and families.
- To apply safeguarding and child protection procedures and to report as necessary.

#### For Advice and/or Service Development/Leadership

- To advise on and/or lead practice( in area of specialism)
- To develop and evaluate practice or aspects of the service

#### For Resources

- To be responsible for any equipment/resources linked to service delivery.
- To be responsible for case recording, report writing (to include reports for external agencies, e.g. courts, and complex management reports) and producing and keeping management information.
- To be responsible for the requisition of resources needed by staff managed

#### For People (Staff, Students, Volunteers)

- Supervision\* of staff, students or volunteers may be expected  
\*allocating work, day to day supervision and support

**For Health and Safety**

- To promote, monitor and maintain health safety and security in the working environment

This Job Description and Person Specification reflect the duties of the post as they exist at this time and may be subject to changed based on the needs of the Department Programme. The post-holder may be required to undertake other duties commensurate with the salary and competence requirements of this post from time to time as required.

**Pre-employment checks will be required for the role.**

**PERSON SPECIFICATION**

*All criteria are essential unless indicated as desirable (D).*

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**Please note:** Applicants must demonstrate in their application form that they currently use the skills outlined below or have used them previously in employment, education, training, volunteering etc.

**Education/Knowledge**

- Qualification mandatory for practice, where applicable.  
(NB: For staff having sole and direct access to children, young people and vulnerable adults, there is likely to be a future requirement for an NVQ3 level qualification.)
- Awareness of factors impacting on and issues facing vulnerable children and young people and families (e.g. disadvantage, poverty, disability).
- Knowledge of child/young people development.
- Knowledge of safeguarding, child protection and promoting the welfare of children.
- Knowledge of legislation relevant to service aims.

*A relevant qualification, at NVQ level 4/5, may meet the above knowledge requirements-see programme content for details*

**Experience of**

- Direct work with children, young people and families.
- Applying safeguarding and child protection policies and procedures and promoting the welfare of children.
- Working with other professionals and of challenging professional judgements as appropriate.
- Staff supervision.

**Skills/Abilities**

- Able to listen to and communicate effectively with children and young people.
- Able to work as part of a team.
- Able to lead practice or an aspect of the service.
- Able to supervise work of others.
- Able to accurately and clearly record case notes deploying the necessary standard of writing and IT skills.
- Able to write complex reports and produce other management information – which may be used for external purposes.

- Able to analyse and resolve problems occurring in relation to service users and or staff supervised, and able to apply innovative solutions where no precedents exist.
- Able to apply Barnardo's safeguarding and child protection procedures and to report as necessary.

**Circumstances**

Staff will have to abide by Barnardo's Smoking Policy which does not permit smoking at work.

**Barnardo's Basis and Values, and Equality & Diversity Code of Conduct**

Actively demonstrate Barnardo's Basis and Values and Equality & Diversity Code of Conduct in all areas of work:

- Respecting the unique worth of every person
- Encouraging people to fulfil their potential
- Working with hope
- Exercising responsible stewardship

***To be completed by the Pay and Reward Team / People Team***

Job Title	Project Worker 3
Grade	D (PW3)
Job Family	Children's Services
Job Type	Established Professional
Compensation Region	Rest of UK
Job Function (NI only)	