


Job Description

Department:	Children & Young People Services
Division/Section:	Corporate Parenting – Fostering – Recruitment & Assessment
Job Title:	Fostering Support Worker
Post No:	New
Grade:	7
Reports to:	Fostering Team Manager – Recruitment & Assessment
Organisation Chart: Show immediate manager and any jobs reporting to this post.	 <pre> graph TD A[Fostering Manager Recruitment and Assessment] --> B[Support Worker] </pre>
DBS Check applicable?	Basic <input type="checkbox"/> Standard <input type="checkbox"/> Enhanced <input checked="" type="checkbox"/> None <input type="checkbox"/>
	Is post exempt under the Rehabilitation of Offenders Act 1974 in respect of declaration of spent convictions? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Line Management responsibility for:	No. of direct reports: 0 No. of indirect reports: 0
Size of budget: (Per annum)	- state whether <i>accountable</i> for (i.e., budget holder) or <i>accounting</i> for (e.g. monitoring) Accounting for delegated budget up to £50
Job Purpose:	The Role of the Fostering Support Worker is to provide emotional and practical support, advice and guidance to foster carers and looked after children and young people. The post holder will need to be experienced in working with

	children and families, be dynamic, energetic and positive, with a desire to engage with foster carers, children and young people to provide them with excellent support both within the foster carers home and in the community.
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Main Duties and Responsibilities:

	<ul style="list-style-type: none"> • To support foster carers in a range of tasks and activities as they relate to their care and support of looked after children and young people. • To safeguard and promote the safety and wellbeing of all children and young people that they meet while in the role and to report any safeguarding concerns identified. • To maintain professional practices in accordance with Ofsted regulations and fostering legislation such as 1989 Childrens Act and National Minimum Standards for Fostering. • To provide care for children and young people during the day, evenings, and weekends to support their foster carers with their care arrangements or where the foster carer is needed outside of the home environment. ie for training/ medical appointments. • To provide 1-1 direct support to children, such as caring for children who are not currently in education. This maybe in at the foster carers home or in the community setting. • To offer support to foster carers who are providing emergency care to children or young people during the daytime, evenings, or weekends. • To support foster carers, children and young people who are part of our 'Step Across from residential into foster care' project. • To transport children to school, occasionally, if the foster carers is unable to do so. • To attend childcare or professional meetings for children and young people. • To offer support to the birth children of our foster carers to enable their parents to undertake tasks for the child/ren Looked After. • To assist Supervising Social workers with duties involving foster carers as need dictates. • To support with foster carer engagement events • To support with foster carer social events.
Generic Responsibilities:	<p>To carry out all responsibilities with regard to the Council's Equalities Policy and Procedures and Customer Care Policy.</p> <p>To comply with all Health & Safety at work requirements as laid down by the employer.</p> <p>The council is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment.</p>
Flexibility Clause:	Other duties and responsibilities express and implied which arise from the nature and character of the post within the department (or section) mentioned above or in a comparable post in any of the Organisation's other sections or departments.
Variation Clause:	This is a description of the job as it is constituted at the date shown. It is the practice of this Authority to periodically examine job descriptions, update them, and

	<p>ensure that they relate to the job performed, or to incorporate any proposed changes. This procedure will be conducted by the appropriate manager in consultation with the postholder.</p> <p>In these circumstances it will be the aim to reach agreement on reasonable changes, but if agreement is not possible the Head of Service reserves the right to make changes to your job description following consultation.</p>
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DATE: May 2024

COMPLETED BY: Amanda Carter

Person Specification

Job title:	Fostering Support Worker	Directorate:	Children & Young People Services
Grade:	7	Service / Team:	Corporate Parenting – Fostering – Recruitment & Assessment
Date:	June 2024	Completed by:	Amanda Carter

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
KNOWLEDGE	<ul style="list-style-type: none"> • An understanding of statutory childcare systems. • Knowledge of how to engage, effectively communicate and secure a positive working relationship with others. • Effective planning skills which provide meaningful interactions and outcomes for others. • How to be an effective role model for others 	<ul style="list-style-type: none"> • An understanding of the environment in which local government operates. • An understanding of the needs of Children that are Looked After. • An understanding of Therapeutic models as they relate to childcare practice.
SKILLS & ABILITIES	<ul style="list-style-type: none"> • Excellent communication skills including strong written and recording skills. • Strong and effective interpersonal skills in groups, teams, and one-to-one situations. • Excellent organisational skills. • Excellent time management and planning skills • Self-motivated and ability to focus on outcomes. • Ability to deliver support that is based on feedback and input from colleagues, foster carers, children, and young people. • Identify areas for improvement within the role to meet the needs of the service • Ability to write meaningful and comprehensive recordings, ensuring that the Child's voice is heard. • Commitment to ongoing training and personal development. 	<ul style="list-style-type: none"> • Ability to motivate foster carers, children, and young people. • Willingness to promote the council and share responsibility for the council across service boundaries, especially in the public domain.
EXPERIENCE	<ul style="list-style-type: none"> • At least 2 years' experience working with children. • Experience of working in a supportive role. 	<ul style="list-style-type: none"> • Evidence of working in a either a social care, therapeutic or educational setting.

	<ul style="list-style-type: none"> • Experience of working as part of a team • Experience of devising and delivering support plans which are SMART 	<ul style="list-style-type: none"> • Proficiency with Microsoft Office suite.
QUALIFICATIONS	<ul style="list-style-type: none"> • Maths and English qualifications 	<ul style="list-style-type: none"> • Qualification in childcare
PERSONAL CIRCUMSTANCES	<ul style="list-style-type: none"> • Ability to work evenings, weekends and bank holidays as required. • Access to a car and ability to travel across the city • Full UK Driving Licence required and ability to travel around the city. 	
EQUALITY	Candidates must demonstrate understanding of, acceptance and commitment to the principals underlying equal opportunities. (A & I)	
CUSTOMER CARE	Knowledge and understanding of effective customer care (A & I)	

*[At the end of each criteria the following codes are used to indicate how the criteria will be assessed:
(AI) Application / Interview, (P) Presentation, (W) Written Test.]*