

Job Description

Department:	Children and Young People Services	
Division/Section:	Clinical Service	
Job Title:	Family and Parenting Support Worker	
Post No:		
Grade:	8	
Reports to:	Clinical and Quality Assurance Lead	
Organisation Chart: Show immediate manager and any jobs reporting to this post.	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">Clinical and Quality Assurance Lead</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">Occupational Therapist</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">Psychologist (0.6 FTE)</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">Assistant Psychologist</div> <div style="border: 1px solid black; padding: 5px;">Family & Parenting Support Worker</div> </div>	
DBS Check applicable?	Enhanced	
	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:	None	
Job Purpose:	As part of the Clinical Service in Peterborough's Children and Young People Services, work in partnership and empower families to sustain positive behaviour changes. To act as a Key Worker with case management responsibilities to co-ordinate and plan integrated and intensive family support including working with troubled families. To provide appropriate assessments and support to children,	

	young people, their families or carers. To deliver individual and group work programmes to children, young people and their families in a range of settings.
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Main Duties and Responsibilities:

<ul style="list-style-type: none"> • Work within the Clinical Service in Peterborough providing a range of family and parenting support activities • Work with children and families in accordance with relevant legislation, local and national guidance, policies and procedures. • Manage a caseload of children with additional needs by: <ul style="list-style-type: none"> ○ Building a strong relationship of trust with families as a foundation for challenge, support and the ownership of change by families. ○ Assessing the needs of families in accordance with Peterborough's policies and procedures. ○ Pulling together a clear plan in strong collaboration with children and families and other practitioners/agencies as a basis of change. ○ Delivering direct support and interventions to children and families using agreed methodology and toolbox. ○ Bringing in additional interventions for families as needed from services and agencies. ○ Regularly monitoring and evaluating the progress of the impact from interventions. ○ Participating and leading meetings to progress plans as required • Deliver a range of group work programmes to children and families. • Contributing to a range of reports both verbally and in writing as required (e.g. Social Worker reports for court) • Participate in the case management, supervision and monitoring of family support plans, as determined by the Line Manager • Actively participate in supervision and personal development and performance sessions as outlined in the departmental Policy as well as identify and attend personal and team training. • Contribute positively to continued development and improvement of the Clinical Service by active participation in meetings and achieve the objectives of the service. • Maintain up to date and accurate manual and computer records, in line with departmental regulations and the recording policy • The post holder should work flexibly outside office hours including, evenings and weekends to meet the needs of families. • Any other duties and responsibilities within the range of the salary grade 	
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 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.

Version: 1	Date Issued: February 2017	Review Date: February 2019
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	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.
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DATE: 13/6/24

COMPLETED BY: Andy Ruane

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Person Specification

Job title:	Family and Parenting Support Worker	Directorate:	Children & Young People Services
Grade:	8	Service / Team:	Clinical Service
Date:	13/06/2024	Completed by:	Andy Ruane

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
KNOWLEDGE (A & I)	<ul style="list-style-type: none"> • Understanding of child and young people's development • Knowledge of Common Assessment Framework and associated processes • Knowledge of Lead Professional role • Knowledge of current Child Protection Procedures • Knowledge of family support approaches • Knowledge of parenting programmes • Knowledge of intervention programmes that work with children and young people. • Knowledge of working with groups (children, young people and/or families) • Knowledge of anti-discriminative practice 	
SKILLS & ABILITIES (A & I)	<ul style="list-style-type: none"> • Effective communication skills and interpersonal skills. i.e. listening, face- to-face, using the telephone, writing reports and keeping records • Able to carry out range of assessments • Able to carry out programme assessments with individuals / families • Able to operate self sufficiently • Able to take case load responsibility - with supervision • Able to act as Lead Professional/key worker 	

	<p>and co-ordinate and review support packages as part of a family support plan.</p> <ul style="list-style-type: none"> • Able to develop and maintain professional relationships with children, young people and their parents / carers. • Able to engage with hard-to-reach individuals / families using programmes of intervention, and set achievable targets for change • Able to represent the service in other settings and court if required • Able to chair and take minutes • Able to maintain manual and computer records as required by Service policy and procedures • Ability to work evenings and weekends as required 	
EXPERIENCE (A & I)	<ul style="list-style-type: none"> • Experience of intervention work with children & young people • Experience of intervention work with parents and carers • Experience of delivering packages of family support • Experience of group work with hard-to-reach families • Experience of multi-disciplinary multi-agency working • Experience of effective working in a team • Experience of undertaking assessments • Experience of Lead Professional role • To have experience in Health, Education or Social Care 	
QUALIFICATIONS (A)	<p>Educated to Level 3 and have practical experience of working in a related field.</p> <p>Level 2 Maths & English</p>	
PERSONAL CIRCUMSTANCES (A & I)	<p>Ability to travel between locations</p>	
EQUALITY (A & I)	<p>Candidates must demonstrate understanding of, acceptance and commitment to the principals underlying equal opportunities.</p>	

CUSTOMER CARE (A & I)	Knowledge and understanding of effective customer care	
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*[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.]*

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