

## Job purpose and person specification

**Job Title:** Family Worker – Child & Family Centre

---

**Service:** Children and Families Services

---

**Grade:** Scale 6/SO1

---

**Reports to:** Early Help Assistant Manager (Child & Family Centre)

---

### Job Purpose:

To provide targeted individual and group interventions to children and families, with a specific focus on the 0-5 age group, enabling needs to be met where community-based support is insufficient.

To work within a systemic/think family approach, in partnership with families, to strengthen their capacity to manage difficulties, meet needs and manage risk, and enabling families to effectively utilise available support within their family and community networks.

To foster relationships with families who have vulnerabilities but have limited capacity to change to support the management of risks and meeting of need.

### Principal Accountabilities:

#### Assessment, Planning and Review

- Engaging with families to develop holistic assessments of strengths and needs, including the development of a shared understanding with families of the above.
- Use specialist assessment and screening tools to inform holistic assessments about specific issues and needs within families (for example, domestic abuse, neglect).
- Develop Family Plans in partnership with families, that address the needs identified in assessment, and that engage the family in the process of change
- Ensure that Family Plans reflect and utilise available community-based resources and services to achieve success and support sustainability of change.
- Actively review progress made in relation to Family Plans, at regular intervals (set out in practice standards).

- Ensure all work is recorded in accordance with organisational policies, enabling clear oversight of interventions and decision-making.

### **Intervention with families**

- To deliver a range of interventions in support of Family Plans and to meet the needs of families including the following as agreed with the Child and Family Centre management team:
  - Targeted group work and courses for parents and carers including evidenced based parenting programmes/domestic abuse programmes
  - Direct work with individual families to support them in reaching goals in family plans
  - Keep in Touch work to maintain relationships with vulnerable families
- Work effectively with families requiring targeted support as part of the District Child & Family Centre offer, either through the Early Help allocation process or as part of a wider safeguarding plan, within the framework above.
- Deliver systemic / family based interventions, using evidence-based methodologies and tools where appropriate.
- Working creatively and with self-authorisation.
- Ensure that individual voices within the family are sought, listened to and integrated into the plan, paying particular attention to the voice of the child or young person.
- Delivery of direct intervention work outside of normal office hours where required.
- Through intervention, promote and facilitate parental understanding of children's needs, and factors impacting on them.
- Through intervention, encourage independence and self-reliance, and the utilisation of community based services.

### **Working with professionals**

- Work effectively with professional networks around families and support practitioners within community based services to participate meaningfully within the TAF environment.
- To act as a Lead Professional and where appropriate chair Team around the Family meetings on behalf of the network.
- Enable referrals to specialist and other services for individuals within the families in accordance with relevant organisational protocols.
- Support the smooth transition of families between interventions from community-based services, Health services, District services and other specialist services, through involvement in handover arrangements as appropriate.

### **Other duties and responsibilities**

- To participate in meetings in an active and constructive way when required to do so.

- To participate in individual supervision, clinical supervision, appraisal sessions and team meetings.
- To maintain up to date knowledge and skills as required by the role.
- To alert line manager of any significant changes or events which affect the implementation of the agreed plan or any issues which may impact upon the child's wellbeing.
- To maintain thorough and accurate case records in line with practice standards and guidance.
- To undertake other duties and responsibilities appropriate to the salary grade and the overall purpose and principles of the Family Worker role.

### Job Knowledge, Skills & Experience:

#### Minimum levels of qualifications and/or equivalent experience required for this job

Qualifications Required	Subject	Essential / desirable
English and Maths GCSE at grade A-C or equivalent		Essential
Key Skill Level 3; A level's grade A-E, Level 3 NVQ, Level 3 National Diploma, Advanced Apprenticeship or equivalent		Essential
Level 4 qualification in working with children and/or parents		Desirable

#### Minimum levels of knowledge, skills and experience required for this job

Knowledge & understanding	Describe	Essential / describe
	Knowledge of child development and its influence on parent/child relationship in every stage of child's development with a specific focus on the 0-5 age group	Essential
	Knowledge of EYFS and outcomes for children under the age of 5	Essential
	Knowledge of health services, with a particular focus on those supporting families with children under the age of 5	Essential
	Knowledge and awareness of the signs of abuse and neglect in children and young people	Essential
	Knowledge of significance of children being school ready and its impact on children's outcomes	Essential

	Understanding of child protection policies and procedures and the importance of safeguarding children, young people and vulnerable adults	Essential
	Knowledge and direct experience of developing and maintaining effective relationships with parents	Essential
	Practical knowledge and experience of working with vulnerable families and being aware of any issues a practitioner may face while working with vulnerable families	Essential
	Knowledge of evidence-based parenting interventions (e.g. Triple P, Incredible Years)	Desirable
	Knowledge of Motivational Interviewing or Solution Focused Questioning techniques	Desirable
	Knowledge of community-based support services available for families and experience of successfully facilitating family engagement with them	Desirable
	Enhanced knowledge and expertise in any of the following areas: neglect, substance misuse, domestic violence and mental ill-health.	Desirable
	Working knowledge of systemic practice	Desirable

Skills	Describe	Essential / desirable
	Able to work flexibly to meet demands of the service including some evening and weekend working, if required. To work flexibly in responding to the needs of families as they emerge.	Essential
	Able to communicate effectively and concisely and with a range of different individuals and groups	Essential
	Competent in the use of IT and presentation of information to meet the needs of the audiences	Essential
	Effective verbal and written communication skills	Essential
	Able to keep excellent records of work	Essential
	Able to effectively and appropriately delegate to and influence other professionals as part of the lead professional role	Essential
	Ability to effectively plan and prioritise work load associated with case work	Essential
	Ability to travel locally and countywide	Essential
	Personal impact and the ability to engage and motivate resistant and hard to reach families	Essential
	Ability to explore and understand the family's relationship to help and the family's history to effectively tailor the current intervention	Essential

	Confidence and ability to work alone and with families in their own homes	Essential
	Ability to support families to take responsibility for making changes through the use of coaching skills	Essential
	Create, maintain and develop relationships, demonstrating professional generosity with families and professionals whilst maintain professional boundaries	Essential
	Commitment to own Continuing Professional Development and the use of specialist/clinical supervision for own professional practice	Essential
	Committed to anti-oppressive and anti-discriminatory practice	Essential
	Specialist skills relating to the assessment of, and intervention with needs relating to neglect, substance misuse, domestic violence and mental ill-health.	Desirable

Experience	Describe	Essential / describe
	Proven experience of working direct with families, including in their own home	Essential
	Experience of setting appropriate professional boundaries with families	Essential
	Experience of engaging parents in community activities	Essential
	Experience of working with wider professionals or networks of support as part of an intervention for families	Essential
	Experience of assessment of family needs (e.g. via Early Help Assessment)	Essential
	Experience of working with families with complex needs who typically find it difficult to engage with services	Desirable
	Experience of facilitating group work for parents	Desirable
	Experience of children's social care and safeguarding services	Desirable
Safeguarding	Demonstrate an understanding of the safe working practices that apply to this role.	
	Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	