

JOB DESCRIPTION

Job Title:	Senior Family Support Worker
Salary:	£29,974 - £34,278 FTE £23,979.20 - £27,422.40 Pro rata 28 hours a week
Hours of work:	28 hours a week plus a daily hour's break 3 days per week 9:00 – 17:00
Office base:	Mole Valley Family Centre with travel around Mole Valley district
Responsible to:	Family Centre Manager
Responsible for:	Family Support Workers (to be discussed with Family Centre Manager)
Job Purpose:	To provide focused 1-1 and group family support for families with children and young people aged 0-19 years old (up to 25 years for young adults with additional needs). This will be delivered either at the Family Centre, out in the community or in service users' own homes. The post holder will be required to work with families as a lone worker. All services provided will support the delivery of the Family Support Specification, which aims is to enable children and families to achieve and improve outcomes.
Main Responsibilities:	<ul style="list-style-type: none"> ▶ Allocate new cases on EHM and provide management oversight for safeguarding concerns when the Manager is not available ▶ Liaise with the YMCA Senior DSLs as required if the Manager is not available ▶ Make difficult decisions and to communicate these to team members and parents in a calm and non-judgemental way ▶ Complete escalations on EHM when necessary following YMCA's Senior DSL's guidance ▶ Update DSL training in accordance with Safeguarding procedures ▶ Supporting Manager to oversee and complete Management Oversight including, allocations, closures, escalations, supervisions, and audits ▶ Supporting manager to meet KPI's and Targets by working with Family Support Workers ▶ Supporting manager to work with partners and groups across the district, sharing and signposting relevant information to develop services and activities ▶ Taking a lead on a specialist area to support and develop the team and develop skills ▶ Provide support for the family, using a variety of interventions including motivational interviewing, solution focused approaches and accredited parenting strategies. ▶ Deliver 1:1 evidence-based parenting programmes of support to achieve best outcomes for families and priority groups and record observations on electronic systems to the agreed standard and within agreed timescales. ▶ Plan, deliver and evaluate targeted services within the Family Centre and community venues.

	<ul style="list-style-type: none"> ▶ Deal effectively with challenging situations and the ability to be proactive to motivate and create change with complex family situations. ▶ Convene, chair, and minute-take for multi-agency meetings as appropriate. ▶ Maintain accurate records including use of the Early Help Management System (EHM) of all interventions and communications, including Early Help assessments, plans, chronologies, reviews, and outcomes electronically; share information with other professionals as appropriate (with consent). ▶ Coordinate and facilitate TAF/TAC meetings and provide precise information. ▶ Develop community knowledge and links for the benefit of children, young people and their families and the wider family support service. ▶ Use the various IT systems and programmes to log families progress which includes the Early Help Management system and Outcome Star records. ▶ Work at various locations throughout Reigate and Banstead or Mole Valley. ▶ Work alongside other YMCA East Surrey Children and Young People managers and staff to share good practice. ▶ Ensure YMCA East Surrey's policies and procedures are followed at all times, including safeguarding, health and safety. ▶ Any other duties are required to be performed within the grade and remuneration of the role. ▶ Ensure that all activities demonstrate the values and culture of YMCA East Surrey. <p>YMCAES is committed to safeguarding and promoting the welfare of children and young people/adults at risk. This role will require an enhanced DBS disclosure. We require postholders to understand and demonstrate this commitment and attend any required training</p>
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PERSON SPECIFICATION: Family Support Worker

		Essential	Desirable	How measured (application, assessment, interview)
Qualifications, Education & Training:				
	A level 3 qualification in a relevant field or obtained through significant recent work experience	X		Application and certificates
	Paediatric First Aid qualification		x	Application
Experience				
	Professional experience in a relevant professional area with families and children.	X		Application, interview
	Demonstrable knowledge base regarding relevant legislation and resulting practice/procedure issues in family support services.	X		Application, interview
	Experience of establishing and maintaining effective working	X		Application, interview

	relationships with other agencies and professionals.			
	Professional experience of delivering group and 1-1 support to families, children and young people ideally using motivation interviewing techniques.	X		Application, interview
	Have a secure knowledge of Surrey Safeguarding Procedures and levels of need document and a willingness to be trained in the role of Deputy Designated Safeguarding Lead and hold the responsibilities of this job.	X		
Abilities, skills, and attitude				
	A command of Microsoft Office including Word, Excel, and PowerPoint and online systems.	X		Application, assessment
	Ability to work collaboratively with colleagues to effect positive change, encourage innovation, creativity and continuous improvement	X		Application
	Good spoken and written communication skills with a level of attention to detail	X		Application, assessment, and interview
	Able build good professional relationships at all levels of the organisation.	X		Application, interview
	Demonstrate a level of professional credibility, integrity and emotional resilience	X		Application, interview
	Good organisational skills with the ability to keep things simple	X		Application, interview
	Safeguarding knowledge and experience.	x		Application, interview
Other requirements	Subject to a satisfactory Enhanced with Children's barred list DBS disclosure.	X		Application, DBS disclosure
	Commitment to the values, aims and mission of YMCA East Surrey	X		Application, Interview
	Understanding and commitment to equality, diversity and inclusion for staff, services users, and stakeholders	X		Application, Interview