

# Role Profile

## Part A - Grade & Structure Information

|                        |             |                                      |                                                       |
|------------------------|-------------|--------------------------------------|-------------------------------------------------------|
| <b>Job Family Code</b> | <b>7PCS</b> | <b>Role Title</b>                    | <b>Adolescent Practitioner (Youth Homelessness)</b>   |
| <b>Grade</b>           | PS7         | <b>Reports to (role title)</b>       | <b>Youth Homelessness Lead</b>                        |
|                        |             | <b>Directorate</b>                   | <b>Children, Families, Learning &amp; Communities</b> |
| <b>JE Band</b>         | 228-268     | <b>Service</b>                       | <b>Children's Service</b>                             |
|                        |             | <b>Team</b>                          | <b>Adolescent Service - Central Hub</b>               |
|                        |             | <b>Date Role Profile was created</b> | <b>01/06/2024</b>                                     |

## Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

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| <b>Role Purpose</b><br>including key outputs           | <p>The Adolescent Practitioner (YH) role is to ensure that young people who are homeless, at risk of becoming homeless, vulnerable, or precariously housed, receive the right support at the right time to prevent homelessness and support them in achieving their potential. They support through a strengths based and trauma-informed approach, utilising motivational interviewing skills and effective relational approaches.</p> <p>The Adolescent Practitioner (YH) works effectively with multi agency partners to identify and connect young people to the appropriate provider/s, including council services, partner organisations and/or the voluntary and community sector. Prevention work is key to support young people in avoiding homelessness and requiring support from statutory services.</p> <p>The Adolescent Practitioner (YH) provides advice, support and challenge on homelessness issues to a range of practitioners across children's services and in partner agencies to promote an integrated working approach in addressing youth homelessness, ensuring that positive outcomes for the young person are achieved within the agreed timescales.</p> <p>The Adolescent Practitioner (Homelessness) will support the Youth Homelessness Lead in maintain the recording and monitoring of service delivery.</p> |
| <b>Work Context</b>                                    | <p>Children's Services' priority is that children and young people are safe and feel safe and confident, which means providing timely, accessible help and support to ensure they are resilient, independent and confident in their future. Adolescent services work with children, young people and families in a multi-agency environment providing early help to identify and address problems before they escalate.</p> <p>Adolescent Practitioners work in a culture in which children and families are worked with respectfully, with a recognition of their diverse experiences and backgrounds and in a spirit of partnership that encourages families to develop their own solutions and to receive the help and support they need to address their complex issues.</p> <p>They work in a multi-agency, multi-disciplinary service working with some of the county's most vulnerable &amp; disadvantaged children &amp; young people &amp; their families/carers. As the Adolescent Practitioner (YH) in a hub model the post holder will be expected to support with a caseload of young people &amp; their families, specifically in the housing context. The Adolescent teams predominantly receive referrals where the primary need relates to a child aged 10-plus.</p>                                                          |
| <b>Line management responsibility</b><br>if applicable | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Budget responsibility</b><br>if applicable          | N/A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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| <b>Representative Accountabilities</b><br>Typical accountabilities in roles at this level in this job family                | <p><b>Risk Management</b></p> <ul style="list-style-type: none"> <li>• Contribute to risk awareness in carrying out duties and raise issues where appropriate.</li> <li>• Assess and manage risk associated with assigned cases/service delivery to ensure safeguarding of service users.</li> </ul> <p><b>Case Management</b></p> <ul style="list-style-type: none"> <li>• Monitor, manage and deliver care plans in specified service area.</li> <li>• Undertake case related reports and maintain records in accordance with procedural and legislative requirements.</li> </ul> <p><b>Planning &amp; Organising</b></p> <ul style="list-style-type: none"> <li>• Initiate assessments, plan and carry out care management within procedural and regulatory framework. May plan the work of other staff.</li> <li>• Assist in development and project work, and working with other staff to provide information and feedback.</li> </ul> <p><b>Finance/Resource Management</b></p> <ul style="list-style-type: none"> <li>• Make recommendations for the provision of services in line with the budget determined according to assessment of needs.</li> </ul> <p><b>Work with others</b></p> <ul style="list-style-type: none"> <li>• Liaise, communicate and work in partnership with other internal departments, partner organisations, agencies and/or contractors and engage with the community and volunteers.</li> </ul> <p><b>People Management</b></p> <ul style="list-style-type: none"> <li>• Contributes to the induction and training of new staff and the on-going development of more junior staff, and may coordinate and supervise the work of team assistants.</li> </ul> <p><b>Duties for all</b></p> <p>Values: To uphold the values and behaviours of the organisation.</p> <p>Equality &amp; Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.</p> <p>Health, Safety &amp; Welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others.</p> |
| <b>Education, Knowledge, Skills &amp; Abilities, Experience and Personal Characteristics</b>                                | <ul style="list-style-type: none"> <li>• Vocational Qualifications Level 3/4 or equivalent in relevant field with practical knowledge of service user group needs, or equivalent experience.</li> <li>• For some roles a relevant degree may be required.</li> <li>• Understanding of relevant legislation, processes and procedures and issues relating to the service user group.</li> <li>• Ability to show an understanding of the circumstances of people with more complex social care needs, to gather detailed and appropriate information and to reach a view about the likely source of assistance.</li> <li>• Able to plan, manage and prioritise a caseload and seek guidance where necessary.</li> <li>• Numerate and able to makes recommendations for the provision of services in line with the budget determined according to assessment of needs.</li> <li>• Competent in a range of IT tools including MS Office and database management systems.</li> <li>• Effective written and oral communication and interpersonal skills with the ability to build relationships with a range of stakeholders.</li> <li>• Problem solving skills or ability to undertake process or practice improvement with minimal supervision.</li> <li>• Ability to work effectively and flexibly as part of a team, and provide guidance and assistance to less experienced or more junior members of staff.</li> <li>• Experience of working with the user group and of staff supervision where appropriate.</li> <li>• Satisfactory DBS clearance might be required.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Details of the specific qualifications and/or experience if required for the role in line with the above description</b> | <p>Strong awareness of housing legislation related to homelessness and the issues faced by young people in this area.</p> <p>Able to demonstrate a successful track record of integrated and partnership working.</p> <p>Experience in assessing the needs of, and undertaking direct work with children, young people and working with parents, families, carers, and networks to achieve optimal outcomes for children and young people.</p> <p>Educated to GCSE or A Level standard.</p> <p>Competent literacy, numeracy &amp; IT skills</p> <p>Ability to prioritise and manage under pressure with minimal supervision.</p> <p>Self-awareness and willingness to learn and undertake training.</p> <p>Enhanced DBS clearance</p> <p>Willing and able to travel around the whole county to meet the demands of the role, to work from different sites, and occasionally work out of usual hours if required in line with service needs.</p> <p>Valid driving licence and access to suitably insured vehicle.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Role Summary</b>                                                                                                         | <p>Roles at this level provide a practical front line support service helping with advice and guidance, managing a varied caseload, and working as necessary with community, professional groups and local organisations to ensure provision of support. They have practical knowledge of the procedural framework, service user group needs, and are authoritative on procedures of some complexity and variety, with an in-depth knowledge and understanding of a particular functional area. Planning and organising is a key element, mainly in terms of planning own time, planning and prioritising for the weeks ahead. Although most work will follow established patterns, initiative is needed to resolve problems and queries based on experience and judgement, mainly without reference to others, but with access to clear guidance. They may supervise a team and coordinate service delivery in their own service area.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Reference Number</b>                                                                                                     | BM-2024-265                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |