



Person Specification

Family Support Worker

	ESSENTIAL	DESIRABLE
QUALIFICATIONS AND EXPERIENCE Evidenced in: • application form • interview	• NVQ Level 3 in childcare or equivalent e.g. BTEC Nursery Nursing	• Experience of working in a similar role in an education or social services environment. • Experience of leading Team Around the Family meetings.
SKILLS AND ABILITIES Evidenced in: • application form • interview • Reference	• Excellent organisational and communication skills • Ability to work constructively as a team member • Ability to recognise norms of child development at various stages • Ability to impart knowledge to families and aid in the creation of care / support plans • Ability to establish positive, professional and constructive relationships with school stakeholders • Ability to maintain confidentiality on all school matters, in a professional manner	
KNOWLEDGE Evidenced in: • application form • interview • Reference	• Knowledge and understanding of legislation relating to safeguarding and children's rights. • Knowledge and understanding of Social Services child care policies and procedures.	
PERSONAL QUALITIES Evidenced in: • application form • interview • Reference	• sensitive and understanding • Patient and able to remain calm in stressful situations • Flexible and open to change • Able to work well with others • Able to accept criticism and work well under pressure • Able to understand people's reactions • a desire to help people	

Job Description

JOB TITLE: Family Support Worker

REFERENCE: AAAD7038

GRADE: 7

RESPONSIBLE TO: Headteacher

JOB PURPOSE:

Devise, implement and review individual care/support plans/pathway plans for children, young people and their families which meet their assessed need. Support children, young people and their families in the community through a range of interventions which improve family / individual functioning.

PRINCIPAL RESPONSIBILITIES

- 1 Act as a key worker to a small number of children, young people and their families, working in partnership with them and any other relevant persons to identify and meet their assessed needs within the community.
- 2 Devise, implement and review individual care/support plans/pathway plans so that families are properly supported to the standards identified in the service specification.
- 3 Maintain effective record systems to enable the preparation of necessary reports to contribute to the care planning process.
- 4 Liaise and communicate with other agencies, parents and professional staff so that appropriate resources may be identified and mobilized for the benefit of children, young people and their families.
- 5 Be aware of and comply with the statutory requirements, departmental policies, equal opportunities and other regulations and procedures in order to ensure statutory and Departmental requirements are met.
- 6 Network within local communities in order to increase the range of resources available to "children in need" and their families and care leavers.
- 7 Ensure that good communication and liaison is sustained throughout the team and with relevant external people, so that appropriate resources may be identified and mobilized for the benefit of the individual.
- 8 Evaluate the provision of service and contribute to the policy / planning processes within the team, involving service users and potential users to ensure the continuing relevance to the service specification.

- 9 Be responsible for the health and safety of staff and individuals and the health and safety of equipment and operations within the team in accordance with the Health and Safety at Work Act

NOTE

Notwithstanding the detail in this job description, in accordance with the Council's Flexibility Policy the job holder will undertake such work as may be determined by the Director/ Manager from time to time, up to or at a level consistent with the Principal Responsibilities of the job and in any location within the area of Cheshire West & Chester.