

Job Description		
Title: Youth Justice Service Advanced Practitioner	Department: Children, Families Cultural Services	Post Ref
<p>Job Purpose: To provide professional supervision and/or leadership of staff, working in partnership with the team manager, staff and others to ensure the effective management of risk and safeguarding concerns within the team. To manage a small caseload of individual complex cases of service users within the criminal justice system in accordance with National Standards and local policies and procedures</p>		
<p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. To work to achieve the specific aims and objectives of the Targeted Support and Youth Justice Service's (TSYJS) Business Plan. 2. To be fully aware of the principles of safeguarding as they apply to vulnerable young people in relation to your work role and ensure that your line manager is made aware of and kept fully informed of any concerns which you may have in relation to safeguarding and/or child protection. 3. To work in effective liaison and partnership with managers, staff and other agencies, organisations and individuals as required and appropriate. 4. Provide regular professional supervision to support, mentor and develop staff in line with approved professional standards, service and team plans. 5. To work with the development officer to assist and support the training and development of staff and to progress staff through NVQ qualifications. 6. To chair risk and vulnerability strategy meetings and maintain professional oversight of ongoing risk and vulnerability concerns within team cases. 7. To promote good practice standards in assessment, safeguarding, risk management and intervention planning and delivery in the management of cases. 8. To manage a small caseload of young people with complex needs and/ or risks in accordance with policies, procedures, practice guidelines and National Standards. 9. To assist the team manager disseminating information to the team about new and relevant changes in policy or procedures. 10. To contribute to key planning and decision making as requested by the Team Manager, including case and workload allocation. 11. To identify changes, effective levels of risk or need and keep the Team Manager and others well informed of significant issues/events at all times. 12. To contribute to inter-agency strategies to reduce crime and the wider development of services for children and young people at risk of offending. <p>Key Responsibilities – continued</p>		<p>Key Accountabilities</p> <ol style="list-style-type: none"> 1. To deliver services within the Service's scheme of delegation for safeguarding children and local safeguarding children board policies. 2. To deliver support, intervention, risk management and public protection in line with legislation and local policy. 3. To undertake visits, assessments and reviews using Asset, prepare reports, maintain records and deal with other documentary requirements in accordance with local procedures and National Standards. 4. To be aware of case circumstances, court expectations and other requirements necessary to ensure the proper and efficient management of relevant legal processes. 5. To provide professional supervision and support to less experienced members of staff 6. To operate within the framework of any professional registration. 7. To actively contribute to the professional development of yourself and others. 8. To participate fully in supervision, annual appraisals (EPDR), and practice observations, as part of personal development and support. 9. To maintain a current knowledge and awareness of legislation, policy, procedure and practice in the post holder's field of work. 10. To ensure all services delivered take into account diversity and social justice. 11. To chair team meetings, multi-agency meetings, risk and vulnerability meetings, JATs, DTOs etc. 12. To undertake specialist roles such as practice supervisor, representing the service at court user groups, coordinating Last Chance or completing specialist assessments such as AIMs (Children who sexually harm other children). 13. To attend court hearings and participate in meetings, case conferences, reviews, planning meetings and other forum as required
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<ul style="list-style-type: none"> 13. To participate in the implementation of plans and actions in accordance with the requirements and expectations of the TSYJS. 14. To seek and undertake training pertinent to TSYJS, Social Care, corporate and inter-agency requirements. 15. To keep up to date case notes on the Service's database ensuring that all relevant records and documents are managed in accordance with policy and guidance. 16. To deputise for the team manager as required 17. Supervise Youth Offending Service Officers, trainees and students as appropriate. 18. Be prepared to participate in and facilitate practitioners' working/development groups and undertake high quality presentations. 19. To contribute to the duty arrangements of the Youth Justice Service. 20. To attend team meetings and whole Service events. 21. To work flexibly to meet service user needs including unsocial hours as required. 22. To provide management cover to Saturday and Bank Holiday Courts as part of the YJS Management Court Duty rota. 23. To ensure that the views and experiences of service users and their families inform and influence the design and delivery of services. 	<p>and appropriate.</p> <ul style="list-style-type: none"> 14. To ensure all services delivered take into account diversity and social justice.
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The post holder will perform any duty or task that is appropriate for the role described

<p><i>Person Specification</i></p>	
<p><i>Education and Knowledge</i></p> <ul style="list-style-type: none"> 1. Formal relevant professional qualification e.g. Social Work, Probation, NVQ4 in Youth Justice Studies 2. Post qualifying award 3. Full driving licence (unless registered disabled) 	<p><i>Personal skills and general competencies</i></p> <ul style="list-style-type: none"> 4. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff. 5. Strong interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers. 6. Undertake reasonable care for the health and safety of themselves and/ or other persons affected by their activities in accordance with Health and safety Legislation. <p>Personal skills and general competencies - continued</p>
<p><i>Experience</i></p> <ul style="list-style-type: none"> 11. Experience of managing complex cases including risk of harm to others and vulnerability. Experience - continued 12. Experience of supervising or supporting less qualified members of staff. 	

<ul style="list-style-type: none"> 13. Experience of chairing meetings 14. Minimum of 2 years experience of working with vulnerable young people 15. Experience of facilitating groups 16. Experience of work within a youth justice setting 	<ul style="list-style-type: none"> 7. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available. 8. Ability to meet agreed objectives and delivery targets by the effective use of resources. 9. Basic information technology skills including use of databases and word processing. 10. Undertake any necessary administrative/ICT duties in line with case load management.
<p><i>Role Dimensions</i></p> <ul style="list-style-type: none"> 17. Managing a small highly complex caseload of children / young people, parents and carers allocated within the Youth Justice Service. 18. Handling of petty cash to the value of £30. 19. Provide support and guidance on practice issues to case managers within the team and supervise YOSOs as required 20. Chairing risk and vulnerability strategy meetings and maintaining managerial oversight of risk and vulnerability issues within the team caseload 21. Promoting high standards for assessments, risk and vulnerability management and intervention planning 22. Deputise for the team manager 23. Undertake specific specialist roles in relation to the development of the Service. 	