

Job Description			
Title: Child and Family Worker	Department: Children, Families Cultural Services	Post Ref Add Ref	
Job Purpose: <i>To carry out assessments and to deliver structured interventions to children, young people and families.</i>			
Key Responsibilities <ol style="list-style-type: none"> 1. To work to deliver the targets set down in the service and team business plan 2. To complete structured assessments of children, young people, parents, carers and families in line with service guidance 3. To plan, develop and deliver structured packages of social and psychological intervention to children, young people, parents, carers and families in line with service guidance 4. To keep timely and accurate records of work, including running records and the entry of data as specified 5. To communicate effectively with allocated lead professionals 6. To attend team meetings and whole Service events. 7. To work with children, young people and families in settings including the family home, and to transport them when required with due regard to health and safety guidance 		Key Accountabilities <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 ensure that personal practice is in line with service guidance 3. To operate within the framework of any professional registration. 4. To actively contribute to the professional development of yourself and others 5. To participate fully in supervision, appraisals (EPDR), and practice observations, as part of personal development and support 6. To maintain a current knowledge and awareness of legislation, policy, procedure and practice in the post holder's field of work 7. To attend court hearings and participate in meetings, case conferences, reviews, planning meetings and other forums as required and appropriate 8. To produce short, formal reports to explain the outcomes assessments and interventions when required 	
The post holder will perform any duty or task that is appropriate for the role described			

Person Specification

Education and Knowledge

1. To hold 5 GCSEs at level A*-C (including English) or equivalent and proven ability within a previous work setting
2. Full driving licence (unless registered disabled)

Experience

11. A minimum of two years experience of working with children, young people and their families (either paid or voluntary)
12. Experience of managing challenging situations

Personal skills and general competencies

3. A high level of personal drive and commitment to excellent customer care.
4. Strong interpersonal skills with a range of people including children, young people and parents and carers, colleagues and other professionals and managers.
5. Ability to make decisions and solve problems to meet operational targets.
6. Ability to meet agreed objectives and delivery targets by the effective use of resources.
7. Information technology skills including use of databases and word processing.
8. Undertake any necessary administrative duties.
9. Ensures the County Council's policies for fairness and respect are delivered including setting high personal standards.
10. Takes an active role in managing risk, health and safety and safeguarding issues

Role Dimensions

13. Managing an allocated workload on a day-to-day basis and delivering services in line with practice guidance
14. Handling of petty cash to the value of £30.
15. To work unsocial hours, including evenings and weekends, in line with service needs
16. Line Management by a Team Manager or Senior Professional Practitioner. Day-to-day direction and practice coaching will come from a Unit Leader.