



<b>Title</b> <i>Intervention Worker (Professional Services Development Officer)</i>	<b>Department</b> <i>Children Families and Cultural Services</i>	<b>Post Ref.</b>
<b>Job Purpose</b> To work as a member of Intervention Team within Clayfields House Secure Children's Home ensuing; high quality programme and intervention work for children in order to reduce offending and high risk behaviours, effective liaison with the wider multi-disciplinary team and contributions to the general training of staff within the centre.		
<b>Key Responsibilities</b> <ol style="list-style-type: none"><li>1. Manage a caseload of children planning, delivering and evaluating high quality programme work 1:1 and in groups to reduce offending and other high risk behaviours.</li><li>2. Work closely with the multi-disciplinary team in the centre to ensure a coherent offer for children; this includes, CAMHS, Health, Care and Education staff.</li><li>3. Produce high quality care and sentence plans for children that are targeted to address needs and risks and are regularly reviewed and evaluated with the wider multi-disciplinary team.</li><li>4. Use IT systems expertly to plan and evaluate programme work for children. This will include Asset-Plus, Microsoft Office and other relevant software.</li><li>5. Deliver high quality individual and group work to children that is targeted to meet their needs, proven effective band evaluated to inform future practice.</li><li>6. Provide weekly Moral Reasoning resources to house units for delivery by care staff and evaluate their impact and effectiveness.</li><li>7. Write high quality expert reports regarding children in terms of needs and progress for a wide variety of meetings including LAC, sentence review and secure accommodation review meetings.</li><li>8. Work with children and their Key Team taking the lead to produce high quality Relapse Prevention Plans and advice for new placements.</li></ol>	<b>Key Accountabilities</b> <ol style="list-style-type: none"><li>1. Provide at least twice weekly 1:1 targeted programme work sessions and group work for all children on case load and exceptionally for other children.</li><li>2. Ensure programme work write-ups, case chronologies, care plans, reports for meetings, early release applications and other documentation for young people are completed in a timely manner.</li><li>3. Ensure case management information data is completed weekly in full for Case Management Meetings.</li><li>4. Effective joint planning and liaison with the multi-disciplinary team including; CAMHS, Health, Care and Education.</li><li>5. Maintain leading edge knowledge and skills in the field of programme work.</li><li>6. Provide training for the wider staff group within areas of expertise.</li><li>7. Participate in data collection and analysis producing data in a timely manner. This will include YJB data monthly.</li></ol>	

9. Provide detailed and expert oral feedback to professional meetings regarding children, their needs and progress.
10. To communicate appropriately and effectively with children and families, other team members, courts, professionals from statutory or voluntary sectors and other agencies, and to ensure that personal presentation, appearance and conduct appropriately reflect a positive image of the establishment and County Council.
11. Represent Clayfields House at off-site multi-disciplinary meetings regarding children in the centre. This will include MAPPA meetings.
12. Provide leadership and expertise in the centre for the wider multi-disciplinary team regarding programme work, care and behaviour plan production and risk assessments.
13. Supervision of up to 2 members of staff within the Care Team.
14. Participate in the research and implementation of offending behaviour programmes, risk improvement programmes and therapeutic approaches to ensure the offer at Clayfields House remains high quality, current and is proactive in terms of programme work with children and young people.
15. To assist as required in the recruitment and appointment of staff, induction and other training needs, and the supervision of student and other short-term placements.
16. To contribute to the development and delivery of appropriate staff training programmes.
17. Participate in the production on quarterly data analysis reports for the centre's Business Management Team Meeting detailing the outcomes related to the Intervention Team for YJB and welfare residents.
18. Participate with the team to ensure an effective practice submission is made and approved for inclusion at least annually to the YJB Effective Practice Hub and that effective practice nationally informs practice at Clayfields House.
19. Participation in and promotion of quality assurance systems within the centre including weekly case management meetings and staff supervision.
20. Work a flexible rota that is subject to change and may include evening and weekend work in the future (not currently).
21. To physically restrain and control in line with approved physical restraint training, policy and procedures.

<p>22. To comply with all of Nottinghamshire County Council's policy procures and staff instructions including equality and diversity and health and safety.</p> <p>23. Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities of the post defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific terms.</p>	
<p><b>The post holder will perform any duty or task that is appropriate for the role described</b></p>	

<p><b>Person Specification</b></p>	
<p><b>Education and Knowledge</b></p> <ol style="list-style-type: none"> <li>1. Degree relevant to working with children and young people.</li> <li>2. Accredited training in programmes to reduce offending behaviour and or other high risk behaviours.</li> <li>3. Knowledge and understanding of best practice assessment tools and techniques to establish programme work needs for complex young offenders and high risk welfare residents.</li> <li>4. Knowledge and understanding of a wide range of best practice programmes designed to reduce the risk of offending and other high risk factors such as self-harm, absconding, substance misuse and involvement in child sexual exploitation.</li> <li>5. Knowledge and understanding of the youth justice system and the S25. secure order provisions as they relate to secure children's homes in the United Kingdom</li> <li>6. Knowledge and understanding of primary and secondary care health services and health service commissioning. Knowledge and understanding of policy and tender writing.</li> <li>7. Knowledge and understanding of the functions of leadership and management including; quality assurance and innovation to inspire expert practice producing high performance and outstanding outcomes for children and young people.</li> <li>8. Knowledge and understanding of all up to date legislation,</li> </ol>	<p><b>Personal skills and general competencies</b></p> <ol style="list-style-type: none"> <li>9. High level literacy and numeracy skills and the ability to research and write complex documents for varied formal audiences.</li> <li>10. High level organisational skills.</li> <li>11. High level communication skills with children and young people, parents and carers, staff representatives from a wide range of organisations.</li> <li>12. Proactive, positive and solution focused.</li> <li>13. Sets an excellent example of customer care for other staff.</li> <li>14. Anticipates service needs to provide excellent service continually striving to improve efficiency and effectiveness.</li> <li>15. Personal resilience and a proactive positive approach when working with vulnerable and challenging young people.</li> <li>16. Ensures the Council's policies for fairness and respect are delivered including setting high personal standards</li> <li>17. Takes an active role in managing risk, health and safety and safeguarding issues.</li> </ol>

standards and regulations relevant to secure children's homes including inspection arrangements. .

***Experience***

- 18. Experience of supervising and supporting staff with regard to job performance.
- 19. At least 5 years' experience working with complex needs, challenging and vulnerable children and young people in youth justice and/or social care/education settings.
- 20. Experience of working successfully with a wide range of multi-disciplinary colleagues.
- 21. Experience of delivering staff development and training.

***Role Dimensions***

- 22. To work as part of Intervention Team within Clayfields House Secure Children's Home ensuing; high quality programme and intervention work for children in order to reduce offending and high risk behaviours, effective liaison with the wider multi-disciplinary team and contributions to the general training of staff within the centre.

**Date: January 2016**