

<p>Title Fostering Family Worker NJE Grade 5</p>	<p>Department Fostering</p>	<p>Post Ref.</p>
<p>Job Purpose Fostering Family Worker</p>		
<p>Key Responsibilities</p> <p>To work to and achieve high standards of quality and efficiency in the services provided by Nottinghamshire County Council, and the Children Families and Cultural Services Department.</p> <p>You will be aware of and actively promote the County Council's corporate customer service standards, delivering fair and quality services in a way that is sensitive and responsive to all customers.</p> <p>To develop and improve personal skills through participation in, and contribution to, formal and informal staff development processes and training geared to meet the requirements for the post and changing requirements of the department.</p> <p>To ensure confidentiality of information in respect of records maintained and tasks undertaken with County Council Policy and relevant legislation. This includes maintaining strict confidentiality in relation to personal information (including that of service users and other employees) which may become known to you/the post holder during your work or associated activities.</p> <p>To maintain effective working relationships and thereby contribute to a working environment which is safe, considerate and supportive to all. Also, in accordance with relevant legislation, to take reasonable care of your health, safety and welfare and that of other persons who may</p>	<p>Key Accountabilities</p> <p>KEY DUTIES AND RESPONSIBILITIES</p> <p>To undertake 1-1 work with children and/or carers to meet specified objectives, and to participate in initial and ongoing assessment of needs.</p> <p>To establish and maintain relationships with children, parents and foster carers to achieve specified objectives.</p> <p>To visit and support families in their own homes.</p> <p>To liaise and co-work with other agencies and professionals as required.</p> <p>To provide advice, guidance and support to foster carers and looked after children as required.</p> <p>To attend a range of childcare meetings such as CAMHS consultations, professional meetings, core groups and LAC reviews.</p> <p>To participate in team meetings and to attend support groups as required.</p>	

be affected by the performance of your duties/*to take individual responsibility for one's own health, safety and welfare.*

In carrying out the duties and responsibilities set out within the job description and in the context of developing working relationships with others, the postholder, will be expected to demonstrate commitment and to comply with the specific requirements and the spirit of the County Council Equal Opportunities Policy/*Equalities Policy*. This principle applies equally to all aspects of the role including any responsibilities relating to the provision and development of services.

Duties
 The Officer appointed will be required to undertake a cross section of all duties in connection with the provision of a Fostering Service. The Officer may be required, from time to time, to undertake additional tasks as assigned to them.
 As a member of a Fostering Team the Officer appointed will work under the leadership of the Group Manager for Access to Resources.

To maintain case files and to provide verbal and written reports to childcare meetings and contributing to court proceedings as required.

To be committed to personal development and training.

To undertake administrative/routine tasks appropriate to the post.

To participate in the development of the service policies, practices and procedures through evaluation and review processes.

To contribute to the training and development of the fostering service, staff and carers.

The post holder will perform any duty or task that is appropriate for the role described

<i>Person Specification</i>	
<p>Personal</p> <ol style="list-style-type: none"> 1. Must be prepared to work some unsociable hours and undertake some travelling flexibly across the county of Nottinghamshire and outside the county if required. 2. Must have full driving licence and use of own car, unless disability precludes this. 	<p><i>Personal skills and general competencies</i></p> <ol style="list-style-type: none"> 1. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff 2. Strong interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers.

Tier 7 – Experienced / Professional Staff

3. Must be committed to own personal and professional development.
4. Must be prepared to undertake an enhanced Disclosure & Barring Service (DBS) check.

Qualifications

5. Applicants should possess a professional qualification in a childcare related field (minimum Level 3 NVQ).

Experience

6. Experience of direct work with children and families.
7. Experience of working with looked after children/ foster carers (highly desirable).
8. Experience of working with children who have experienced trauma.
9. Experience of working in a multi-disciplinary way to achieve positive outcomes for children and families.

Knowledge

10. Knowledge of safeguarding and the ability to follow statutory safeguarding policy and procedures.
11. Knowledge of the outcomes, and potential, for looked after children living in foster care.
12. Knowledge of childcare/fostering legislation, policy and practice.
13. Knowledge of child development and the impact of trauma.

3. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available.
4. Ability to meet agreed objectives and delivery targets by the effective use of resources.

14. Knowledge of equality and diversity issues and anti-oppressive practices.

15. Knowledge of therapeutic interventions such as:

- Theraplay
- PACE
- Parent Child Game
- Incredible Years
- Non-Violent Resistance

16. Knowledge of the effect of attachment disorders, abuse, loss and separation and other trauma on a child's behaviour.

Skills

17. Ability to assimilate and communicate a variety of information to and from different sources.

18. Ability to demonstrate observation and assessment skills.

19. Ability to work anti-oppressively/*anti-discriminatively*, to value diversity and to promote equality

20. Ability to use information technology skills and maintain records effectively.

21. Ability to work within a confidential arena.

22. Ability to develop and sustain appropriate working relationships with members of the public, colleagues and partner agencies.

23. Ability to write professional reports as required for childcare meetings or court proceedings.

24. Ability to work individually and as a member of a team.

25. Ability to contribute constructively in meetings.

26. Ability to work on own initiative, to prioritise, plan and organise work.

27. Ability to communicate effectively and professionally.

28. Ability to work to deadlines.

29. Ability to deal with conflict and confrontation.

30. Sense of humour, perspective, creativity and imagination