**JOB DESCRIPTION**

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| **Post Title: Liaison Diversion Worker** | | **Director/Service/Sector Wellbeing and Community Health** | | **Office Use** |  |
| **Grade: Band 6** | | **Workplace: tbc-locality based across the County** | | **JE ref**  **HRMS ref:** |  |
| **Responsible to:Senior Practitioner** | | **Date:** | **Manager Lever:** |  |
| **Job Purpose:** To improve early identification in the Youth Justice System of under 18-year olds with multiple needs including mental health and emotional problems, learning, communication difficulties, physical and health inequalities or other problems affecting their well being and life chances. This will be done by use of the standard assessment tool and may also lead to use of the Early Help Assessment and use of the Early Help Framework within Northumberland. | | | | |  |
| **Resources** | Staff | On occasion community volunteers. | | |  |
| Finance | | very small amounts of petty cash up to £50. | | |  |
| Physical | | Handling and processing sensitive and confidential information.  Case files and databases. | | | |
| Clients | | Families and other agencies. | | |  |
| **Duties and key result areas:**  1. To improve early identification in the YJS of under 18-year olds with multiple needs including mental health and emotional problems, learning, communication difficulties, physical and health inequalities or other problems affecting their well being and life chances. This will be operationalised through assertive outreach working practices and basic holistic screening and assessment in the custody suite, community or child’s home.  2. To engage, liaise with and coordinate multi sector partners to support improved decision making in response to that young person’s behavioural difficulties or contact with the youth justice system and to support diversion towards more appropriate packages of care with greater potential to support children’s life chances.  3. To contribute to the improved sharing of information for those children and families in contact with multiple agencies.  4. To troubleshoot access to services and fulfill an interim support role which families and children wait to access services.  5. To deliver brief interventions, where required, to improve the motivation of children and families to engage with services.  6. To intervene early with those young people who must continue through the youth justice system promoting better quality information for decision makers, more timely disposal of cases within the court system and quicker and earlier linkage to appropriate services.  7. To support joined-up working between CAMHS, Youth Offending Services, the police, the local authority, the Crown Prosecution Service, magistrates, the PCT, housing, education/training and employment provision and the voluntary sector.  8. To raise awareness (through formal and informal training) of local partners and stakeholders of the multiple health and mental health needs of these children.  9. To undertake where necessary Early Help assessments with families to agree a clear plan with written action, outcomes, and responsibilities linked to the Local Outcome Plan for all family members including the adult where necessary.  10. Take on the lead professional role for a number of families whilst liaising and coordinating with a range of other agencies.  11.Being clear about safeguarding thresholds and alert managers to concerns about the increased risk for children.  12. Make case recording and maintain case management records in accordance with service and professional standards using Data Management spreadsheets/ ChildView/ the Liquidlogic recording system (Early Help Module/ICS). To contribute to other risk assessments including VCLs as required.  13. To attend court when appropriate to give evidence and to contribute to court reports.  14. Contribute to service development through attendance and contribution to team meetings and team development activities.  15. To contribute to your own learning and development in discussion with your line manager by identifying appropriate development opportunities and attending training.    The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis. | | | | |  |
| **Work Arrangements** | | | | |  |
| Transport requirements:  Working patterns:  Working conditions: | | Need to visit families and attend meetings at a range of venues including family houses across their locality area on a regular and routine basis.  Ability to work flexibly across extended hours (7am-10pm including weekends if needed) depending on the needs of the families.  Requirement for lone working within the community and office based duties | | |  |

 **PERSON SPECIFICATION Appendix 2**

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| **Post Title:** Liaison and Diversion Worker | **Director/Service/Sector: Wellbeing and Community Health** | Ref: | |
| **Essential** | **Desirable** | | **Assess**  **by** |
| **Knowledge and Qualifications** | | | |
| NVQ Level 3 or equivalent in child care or related discipline  Good knowledge of child and adolescent mental health and well being, developmental and learning difficulties, and speech and communication needs. This will include awareness of the impact of early conduct problems on life chances as well as the impact of health inequalities and of the different ways in which mental health problems and learning and communication needs present in children, as opposed to adults.  High awareness of the multiple needs of children and young people in the YJS and in other vulnerable populations such as Looked After Children, children on the brink of exclusion, children misusing substances etc. They will demonstrate a commitment to remain up to date with emerging evidence relating to need.  A commitment to assertive outreach work with and follow up of vulnerable children, young people and families as well as a flexible approach to organising their work so that they have the greatest capacity to pick up young people at the point of arrest.  Excellent skills in communicating with and engaging hard to reach families and young people and supporting their ongoing contact with services.  A commitment to and good knowledge of the evidence base for early intervention with children with vulnerabilities and poor life chances.  A commitment to promoting the service with partners and collaborative working to support improved outcomes for vulnerable children and to improve pathways into services.  An awareness of local and national trends for children and young people in contact with the YJS and a commitment to support and promote equality and diversity in practice and service development.  Current Knowledge of Safeguarding legislation and how this impacts on promoting the welfare of the child.  A good knowledge of the broader statutory and voluntary sector networks supporting children’s health and well being.  High quality brokerage and advocacy skills to secure appropriate support to help improve children’s outcomes.  A commitment to maximising young people’s and families’ choice and voice when agreeing the help they need. The worker will also prioritise children and young people’s participation in and shaping of the support being offered. | Professional qualification in health, social work or other related field  Knowledge of mental health, substance misuse, domestic violence and poverty and how these impact on families  Accreditation in delivering evidence based parenting programmes | |  |
| **Experience** | | | |
| Two years experience of direct work with families and young people  Evidence of working with families to affect change  Experience of working as part of a team  Experience of working with children living in complex families | Experience of being a ‘lead professional’  Experience of delivering group work programmes  Experience of working with complex families under stress | |  |
| **Skills and competencies** | | | |
| Able to engage, build rapport and develop constructive relationships with young people and their families.  Ability to assess risk and develop plans to manage and reduce risk within the criminal justice system  High level of both written and verbal communication skills including producing Early Help Assessments and Plans and General Assessments.  Ability to screen for specific factors in order to determine the young people who may require additional support and or referrals to other services  Ability to communicate effectively both verbally and in writing with children/young people and families and other professionals.  Ability to work as part of a multi-agency team including coordinating arrangements for families with other agencies.  Ability to work creatively and independently to achieve better outcomes for families and young people.  Ability to work under pressure, meet deadlines and have strategies to cope with stress.  Organisational skills including ability to work flexibly and prioritise workload  Ability to advocate and liaise on behalf of families where appropriate with other agencies.  Ability to use electronic case recording systems and follow appropriate procedures effectively.  Ability to comply with required levels of data protection and confidentiality  IT skills appropriate to the needs of the post.  Ability to support the delivery of training around health vulnerabilities for colleagues |  | |  |
| **Physical, mental and emotional demands** | | | |
| To be able to work flexibly to be the needs of families including early mornings, evenings and weekends within NCC’s flexible working policy  To be able to meet the transport demands of the post  -this post will include lone working  To be able to work in families homes providing practical and emotional support  To be able to accommodate changes in work pattern at short notice  To maintain a positive and professional attitude and relationship in working with families and young people who may provide challenges and regular emotional demands. |  | |  |
| **Other** | | | |
| To be committed to developing resources, services and good practice for children, young people and families |  | |  |

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits