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|  | **POST TITLE:** | Edge of Care Worker: Family Group Conference |
| 1. **2.** | **POST NUMBER:** |  |
| 1. **3.** | **GRADE:** | 7 JE Ref N9857 |
|  | **LOCATION:** | An approved team location |

1. **ORGANISATIONAL RELATIONSHIPS:**

The Edge of Care Worker: Family Group Conference will be directly accountable to the Edge of Care Team Manager and report directly to the Edge of Care Team Leaders

# DESCRIPTION OF ROLE:

# 6.1 The Edge of Care Worker: Family Group Conference, will be responsible for preparing and supporting family to meet, negotiate and agree a plan/agreement that is future focussed and addresses safety and safeguarding concerns. Areas of work will include, domestic violence, children/young people on the edge of care, child protection, court initiated FGCs and mediation, homelessness, and early intervention.

# 6.2 Improved outcomes for families will be demonstrated by working to increase and improve family relationships and secure safe living arrangements for children and young people within their families where possible.

# 6.3 To support the wider Edge of Care Service to provide a flexible high standard of care to young people looked after within the Edge of Care residential establishment in accordance with the policies and procedures of Durham County Council. This will include provide a services to young people and families when required which will include evenings and weekends.

6.4 To provide Mediation and a range of restorative interventions to encourage family decision making and responsibility for their children and young people by negotiating and discussing support within their family network to ensure the safeguarding of children and young people.

1. **DUTIES AND RESPONSIBILITIES *SPECIFIC* TO THIS POST:**

7.1 To lead and coordinate Family Group Conferences to encourage family decision making and responsibility for their children and young people by negotiating and discussing support within their family network to ensure safety and safeguarding of children and young people.

7.2 To encourage the active participation of parents, children and young people, as well as other professionals involved with the family, to attend FGC.

7.3 To work directly with children and young people to gain their views and wishes to present at FGC and mediation.

7.4 To negotiate the involvement of family members in the FGC, considering and addressing any issues so that neither the effectiveness of the FGC is compromised or the safety of the persons attending the meeting.

7.5 To lead and coordinate a Shuttle Conference when it is identified that family cannot share the same room/building for the meeting. To co-work this meeting to ensure safety of all involved.

7.6 To ensure family plans developed are future focussed, detailed and evidence based, practical and meet the requirements of any safety/ safeguarding issues.

7.7 To ensure the family plans are compiled, printed and forwarded to attendees to encourage immediate implementation.

7.8 To plan, prepare and coordinate to bring participants together for mediation in a safe environment to encourage discussion and provide conflict resolution.

7.9 To produce a written mediation agreement that is future focussed and addresses identified issues.

7.10 To establish effective working relationships with children, families, statutory and voluntary services and agencies to promote working together and to encourage positive outcomes for children and their families.

7.11 To work collaboratively with other professionals responding to new information appropriately from social care and other frontline services where there is new or increased risk in cases open to the service.

7.12 To provide advice, support and training to professionals on the appropriateness of FGC referrals, support staff and other agencies with FGC practice.

7.13 To care for children and young people when required who are looked after at the EoC residential establishment as required on an evening and weekends in partnership with EDT – Edge of care workers.

7.14 To maintain accurate records concerning the children/young person and their parents/carers, and to prepare and present reports to Conferences and Care Team Meetings.

7.15 To work in partnership with the young person, their social worker, family and any relevant agency in order to ensure that their physical, emotional, social health and educational needs are met.

7.16 To safeguard and promote individual young people’s welfare and rights, providing good quality care which is free from oppressive features.

7.17 To understand and be familiar with the Children’s Homes Procedures and the Local Safeguarding Children’s Board Procedures and to implement them appropriately.

7.18 To promote the development of a comfortable physical and emotional environment which is conducive to good child care practice within The EoC residential establishment.

7.19 To actively contribute to the ongoing development of the Edge of Care

service. Participate in team meetings, supervision sessions and training where appropriate.

7.20 To work as a member of the team and communicate effectively with colleagues.

7.21 The post holder will support the Manager in providing safe service delivery including assessment and management of risk.

7.22 To ensure that conditions of work and the environment comply with Health and safety legislation.

7.23 Undertake any other such duties assigned by the Director of Children and Young People’s Service or duly authorised officers.

1. **Effective engagement with service users**
   1. To provide opportunities for service users to participate in decisions affecting them, as appropriate.
   2. To develop opportunities for service users to contribute towards delivery of the service and team objectives as appropriate.
   3. To build, maintain and develop links into agencies such as ‘Investing in Children’ and Local Children’s Boards to ensure the full participation of service users in agreeing the service objectives.
2. **Safeguarding and promoting the welfare of vulnerable people / children**

* To establish rapport and respectful trusting relationships with adults, children, young people their families and carers as appropriate.
* To contribute to appropriate assessments and alert relevant Social Worker to concerns about safety or welfare.
* To contribute to the appropriate use and governance of information and data to support decision making.
* To make considered judgements about how to act to safeguard and promote the welfare vulnerable persons.
* To provide safe service delivery and contribute to assessment and management of risk.

1. **Supporting and promoting transitions**

* To promote and operate effective cross-agency referral processes
* To promote organisational procedures and relevant legal frameworks as well as appropriate referral routes within and across agencies
* To maintain an understanding of service users requirements in managing transitions.
  + 1. **Multi-agency working**
* To actively promote effective communication and cooperation with other practitioners and agency professionals
* To contribute to timely, appropriate and succinct information to enable positive integrated working and cross agency arrangements
  + 1. **Sharing information**
* To promote the Information Sharing agenda within the context service users well being and safety
* To maintain a knowledge of current legislation, Data Protection and the common law duty of confidentiality
* To maintain an understanding of the way in which partner services operate in order to be able to work effectively in partnership

Any other duties, commensurate with the grade.

**11. COMMON DUTIES AND RESPONSIBILITIES:**

11.1 **Quality Assurance**

All staff are accountable for the quality of their own work and for the operation of the relevant parts of the quality systems. This will involve operating within the appropriate quality procedures applicable to the post to ensure that all users of services have their needs and expectations identified and fulfilled.

11.2 **Communication**

To be personally aware of how the team’s communications systems operate and to be fully conversant with the Children and Young People’s Service procedures, policies, strategies and objectives and to participate in effective liaison within the team.

11.3 **Professional Practice**

To ensure that individual professional practices developed in line with Children and Young People’s Service stated objective of continual improvement in the quality of its service to internal and external customers.

11.4 **Health and Safety**

All staff will comply with Children and Young People’s Service Health and Safety Policy, organisation arrangements and procedures and have a responsibility to advise Children and Young People’s Service through their line manager of where they consider the Service has not met its obligation to provide a safe and healthy place to work.

11.5 **Supervision and Appraisal**

All members of staff will receive supervision and appraisal and it is the responsibility of each member of staff to follow the Children and Young People’s Service procedure in respect of supervision and appraisal.

11.6 **Equality and Diversity**

As an organisation we are committed to promoting a just society that gives everyone an equal chance to learn, work and live free from discrimination and prejudice. To ensure our commitment is put into practice we are developing policies, which will seek to remove any barriers to equality of opportunity and to eliminate unfair and unlawful discrimination.

These policies apply to all employees of Durham County Council.

11.7 **Confidentiality**

All members of staff are required to undertake that they will not divulge to anyone personal and/or confidential information to which they may have access during the course of their work.

To set, monitor and evaluate standards at individual, team performance and service quality so that the user and the Service’s requirements are met and that the highest standards are maintained.

To establish and monitor appropriate procedures to ensure that quality data are reported and used in decision making processes and to demonstrate through behaviour and actions a firm commitment to data security and confidentiality as appropriate.

11.8 **Induction**

The Council has in place an induction programme designed to help new employees to become effective in their roles and to find their way in the organisation.

Person Specification: Edge of Care Worker: Family Group Conference

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|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Qualification** | Level 3 Health & Social Care or equivalent | Degree in SW or equivalent relevant qualification e.g. teaching, nursing, youth work | Application Form |
| **Experience** | Significant recent experience (i.e. within the last 12 months) of direct work with young people and their families.  Working constructively and co-operatively with colleagues and other agencies to meet service objectives. | Range of Social Care Services provided to children, young people and their families.  Residential Child care experience  Experience of delivering mediation/restorative interventions/Family Group Conferences  Experience of delivering a range of group work | Application Form/interview |
| **Skills / Knowledge** | Commitment to maintaining children within their own families and community of origin.  Commitment to anti-discriminatory practice.  Physical and mentally resilient.  Good team worker.  Reliable/dependable.  Caring and non-judgemental.  Able to work intensively.  Flexible approach to work.  Prepared to undergo and show a commitment to future training and development.  Flexibility in working arrangements.  To be able to work shifts, including weekends.  To accommodate changes in work patterns at short notice. | Knowledge of the role of Edge of Care/Residential Care  Knowledge of procedural framework.  Children’s Home Regulations including quality Standards  Completion of Family Group Conference Training | Application Form/Interview |
| KNOWLEDGE AND UNDERSTANDING | Knowledge of legislation and standards relevant to the post, e.g. Children Act 1989,  Knowledge of Government initiatives relevant to this area of work.  Knowledge of research on children in need, including child protection issues.  Knowledge and understanding of child and adolescent development and in particular issues related to promoting the welfare of and protection of children and young people.  Knowledge of Children’s Rights legislation, including the UN Convention on the Rights of the Child. | Understanding of the processes of managing change.  Up to date knowledge of relevant Children’s legislation, Green Papers, regulations and guidance, particularly in relation to services for children in need.  Understanding of “Best Value”.  Understanding of performance management.  Understanding of managing change. | Assessment Centre / Reference |
| **Personal Qualities** | Enthusiastic and innovative approach to work.  Works well under pressure.  Integrating evidence based practice in all areas of work.  Commitment to creating an environment that promotes equality and diversity.  Commitment to working with children, young people, their carers and families in an empowering and non-judgemental way.  Commitment to achieving positive outcomes and promoting the welfare and safety of children and young people. |  | Assessment Centre / Reference |