



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

JOB DESCRIPTION

POST TITLE: Senior Practitioner - Youth Justice Service

GRADE: Band 8

RESPONSIBLE TO: Youth Justice Service Operations Manager

RESPONSIBLE FOR: -

Overall Objectives of the Post:

- To deliver the full range of youth justice case management responsibilities to children and young people with complex needs and high risks, ensuring all activity has regard to public protection, reducing likelihood of offending and safeguarding. Provide professional development and support to colleagues.
- To deliver and support case management services to young people / families, working within the Council's early help framework and the local strategy for the implementation of prevention services for young people.

Key Tasks of the Post:

MAIN RESPONSIBILITIES AND REQUIREMENTS

1. Case management of the full range of youth justice statutory Orders and Out of Court Disposals for young people, including parenting orders. To enforce statutory interventions, where necessary. Planning the logistics of the supervision programme and using local resources to assist this process. To work beyond statutory requirements when appropriate and under management guidance.
2. To provide a high quality YOT Court service, undertake bail and remand assessments, and attendance at other criminal and civil Courts as required, including remand Courts. Prepare and present high quality Court reports and panel reports, including consideration of victim issues. To provide a duty system and participate in service rotas as required. To act as appropriate adult in PACE interviews when required. To continue interventions post statutory requirements when appropriate and under management guidance.
3. To assist the YJS Team Manager in providing day to day operational support and guidance, including problem solving and resource identification, and to assist in providing supervision and support to YJS Officers and other staff, including deputising for Team Manager. Support management functions and lead on areas of service developments.
4. Support the aims of the Youth Justice Plan and deliver all service interventions in accordance with statutory requirements, National Standards and the clearly defined policies, procedures, assessment processes, quality assurance and performance frameworks. Compliance with the YOT inspection framework.
5. Managing demand into children's social care. Comprehensive assessment, including the Early Help Assessment, to develop and deliver time-bound packages of support for young people and their families, working out the logistics of the programme and using local resources to assist this process. Act as the lead professional as appropriate. Ensure smooth transitions as part of

the step up and step down process, including for those young people at the end of their statutory order / disposals.

6. To maintain accurate and timely case records and information in accordance with local procedures and data protection legislation.
7. Partnership working to support the development and delivery of individual packages for young people. Negotiate access to resources for young people and their families.
8. To deliver services in a flexible and accessible pattern and participate in evening and weekend work as required meeting the needs of young people and the service, including attendance at panel meetings and Saturday morning / bank holiday weekend remand Courts.
9. To undertake such training and development as may be deemed necessary to meet the duties and responsibilities of the post. Support the training and development of staff as required, including shadowing opportunities to new staff.

GENERAL

Training and personal development - All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

Health and Safety - All employees have a responsibility of care for their own and others health and safety. All employees must follow existing safe practices as outlined in the Lone Working Policy and in line with the Council Health and Safety policies.

Policies and Procedures - The post holder is required to adhere to all Council Policies and Procedures.

Safeguarding - All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Council's Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.

Customer Services - The post holder is required to ensure that all customers both internal and external receive a consistently high quality level of service, commensurate to the standards required by South Tyneside Council.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

South Tyneside Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

Reference: AK/CL

Date: 2.10.20